

FEDERAL BUREAU OF INVESTIGATION  
FOI/PA  
DELETED PAGE INFORMATION SHEET  
FOI/PA# 1258341-0

Total Deleted Page(s) = 1  
Page 145 ~ Duplicate;

XXXXXXXXXXXXXXXXXXXXXXXXXXXXX  
X Deleted Page(s) X  
X No Duplication Fee X  
X For this Page X  
XXXXXXXXXXXXXXXXXXXXXXXXXXXXX

FEDERAL BUREAU OF INVESTIGATION  
FOI/PA  
DELETED PAGE INFORMATION SHEET  
FOI/PA# 1205567-0

Total Deleted Page(s) = 1  
Page 145 ~ Duplicate;

XXXXXXXXXXXXXXXXXXXXXXXXXXXXX  
X Deleted Page(s) X  
X No Duplication Fee X  
X For this Page X  
XXXXXXXXXXXXXXXXXXXXXXXXXXXXX







11

\_\_\_\_\_

Respectfully,

--

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

**Subject: RE:** RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

=====

--	--

The Hold Harmless Agreement needed by Highwoods for us to use the space is before The SAC for a second time as they changed the signature line. We will have this at Highwoods on Monday am.



[redacted] (AT)(FBI)

From: [redacted] (AT)(FBI)  
Sent: Monday, December 10, 2012 1:02 PM  
To: [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
Subject: RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA ---  
UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

b6

Anytime works for me.

Respectfully,

[redacted]  
Administrative Specialist - Management Analysis  
Atlanta Field Office

[redacted]



"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

From: [redacted] (AT) (FBI)  
Sent: Monday, December 10, 2012 11:32 AM  
To: [redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
Subject: RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

I'm around in the am – does 9 am work for everyone to meet?

From: [redacted]

To: [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI)

[illegible]

b6

**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100 101 102 103 104 105 106 107 108 109 110 111 112 113 114 115 116 117 118 119 120 121 122 123 124 125 126 127 128 129 130 131 132 133 134 135 136 137 138 139 140 141 142 143 144 145 146 147 148 149 150 151 152 153 154 155 156 157 158 159 160 161 162 163 164 165 166 167 168 169 170 171 172 173 174 175 176 177 178 179 180 181 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196 197 198 199 200 201 202 203 204 205 206 207 208 209 210 211 212 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228 229 230 231 232 233 234 235 236 237 238 239 240 241 242 243 244 245 246 247 248 249 250 251 252 253 254 255 256 257 258 259 260 261 262 263 264 265 266 267 268 269 270 271 272 273 274 275 276 277 278 279 280 281 282 283 284 285 286 287 288 289 290 291 292 293 294 295 296 297 298 299 300 301 302 303 304 305 306 307 308 309 310 311 312 313 314 315 316 317 318 319 320 321 322 323 324 325 326 327 328 329 330 331 332 333 334 335 336 337 338 339 340 341 342 343 344 345 346 347 348 349 350 351 352 353 354 355 356 357 358 359 360 361 362 363 364 365 366 367 368 369 370 371 372 373 374 375 376 377 378 379 380 381 382 383 384 385 386 387 388 389 390 391 392 393 394 395 396 397 398 399 400 401 402 403 404 405 406 407 408 409 410 411 412 413 414 415 416 417 418 419 420 421 422 423 424 425 426 427 428 429 430 431 432 433 434 435 436 437 438 439 440 441 442 443 444 445 446 447 448 449 450 451 452 453 454 455 456 457 458 459 460 461 462 463 464 465 466 467 468 469 470 471 472 473 474 475 476 477 478 479 480 481 482 483 484 485 486 487 488 489 490 491 492 493 494 495 496 497 498 499 500 501 502 503 504 505 506 507 508 509 510 511 512 513 514 515 516 517 518 519 520 521 522 523 524 525 526 527 528 529 530 531 532 533 534 535 536 537 538 539 540 541 542 543 544 545 546 547 548 549 550 551 552 553 554 555 556 557 558 559 560 561 562 563 564 565 566 567 568 569 570 571 572 573 574 575 576 577 578 579 580 581 582 583 584 585 586 587 588 589 590 591 592 593 594 595 596 597 598 599 600 601 602 603 604 605 606 607 608 609 610 611 612 613 614 615 616 617 618 619 620 621 622 623 624 625 626 627 628 629 630 631 632 633 634 635 636 637 638 639 640 641 642 643 644 645 646 647 648 649 650 651 652 653 654 655 656 657 658 659 660 661 662 663 664 665 666 667 668 669 670 671 672 673 674 675 676 677 678 679 680 681 682 683 684 685 686 687 688 689 690 691 692 693 694 695 696 697 698 699 700 701 702 703 704 705 706 707 708 709 710 711 712 713 714 715 716 717 718 719 720 721 722 723 724 725 726 727 728 729 730 731 732 733 734 735 736 737 738 739 740 741 742 743 744 745 746 747 748 749 750 751 752 753 754 755 756 757 758 759 760 761 762 763 764 765 766 767 768 769 770 771 772 773 774 775 776 777 778 779 780 781 782 783 784 785 786 787 788 789 790 791 792 793 794 795 796 797 798 799 800 801 802 803 804 805 806 807 808 809 810 811 812 813 814 815 816 817 818 819 820 821 822 823 824 825 826 827 828 829 830 831 832 833 834 835 836 837 838 839 840 841 842 843 844 845 846 847 848 849 850 851 852 853 854 855 856 857 858 859 860 861 862 863 864 865 866 867 868 869 870 871 872 873 874 875 876 877 878 879 880 881 882 883 884 885 886 887 888 889 890 891 892 893 894 895 896 897 898 899 900 901 902 903 904 905 906 907 908 909 910 911 912 913 914 915 916 917 918 919 920 921 922 923 924 925 926 927 928 929 930 931 932 933 934 935 936 937 938 939 940 941 942 943 944 945 946 947 948 949 950 951 952 953 954 955 956 957 958 959 960 961 962 963 964 965 966 967 968 969 970 971 972 973 974 975 976 977 978 979 980 981 982 983 984 985 986 987 988 989 990 991 992 993 994 995 996 997 998 999 1000 1001 1002 1003 1004 1005 1006 1007 1008 1009 1010 1011 1012 1013 1014 1015 1016 1017 1018 1019 1020 1021 1022 1023 1024 1025 1026 1027 1028 1029 1030 1031 1032 1033 1034 1035 1036 1037 1038 1039 1040 1

Committee once [redacted] gets a time for that, then we'll set up a time to meet over there. Also, those committee members who are available Wednesday morning we'll need to try and meet for about .30 minutes at the main building to get additional leads to handle regarding purchasing the food and etc. Thanks everyone for your assistance and I'm sure [redacted] will be pleased.

Administrative Specialist - Management Analysis  
Atlanta Field Office

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

**From:** [REDACTED] (AT) (FBI)  
**Sent:** Friday, December 07, 2012 2:11 PM  
**To:** [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED]  
(AT) (FBI)  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

Thanks for keeping us organized on this

So far the tables are ordered and I will touch base with them on Monday to get a Final confirmation and how-to for the drop off on Thursday:

I will probably need help to take them off the elevator and to set them up if anyone is available that morning.

The Hold Harmless Agreement needed by Highwoods for us to use the space is before The SAC for a second time as they changed the signature line. We will have this at Highwoods on Monday am.

The PowerPoint presentation is almost done and will be ready.

I have the following who will say a few words:

with SWAT plaque presentation

[redacted] - US Attorney's office

[redacted] - very few words...

SAC - presentation of creds

Is there anyone else we know of who will say a few words [redacted] Family?

Let me know and I will put them ion the agenda.

I will have a draft of the agenda on Monday [redacted]

We'll go over it then.

Thanks much.

b6

From: [redacted] (AT)(FBI)

Sent: Friday, December 07, 2012 12:26 PM

To: [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);

[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);

[redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted]

[redacted] (AT) (FBI)

Subject: RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

Good morning Committee,

I wanted to first thank each of you for your hard work and dedication to making sure [redacted] event is "AWESOME". I wanted to touch base with each of you to see how you're coming along with handling your assignments (previous email notes below). Please provide me with an update as soon as time permits. Also [redacted] can you please handle making place cards for the head table? Currently the names are as follows:

[redacted]  
SAC Mark Giulano  
ASAC Angela Tobon

[redacted]  
There are two or three additional names, but I'll provide them to you upon [redacted] return in the office on Monday.

Respectfully,

[redacted]  
Administrative Specialist - Management Analysis

Atlanta Field Office

<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

From: [redacted] (AT)(FBI)  
 Sent: Wednesday, November 28, 2012 12:04 PM  
 To: [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
 [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
 Cc: [redacted] (AT) (FBI)  
 Subject: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

Good afternoon,

SA [redacted] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [redacted]  
 (provide to [redacted])
2. Create retirement program - [redacted]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [redacted] (forward to [redacted])
4. Obtain some photos of your nieces & etc. - [redacted] (forward to [redacted])  
 [redacted]
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [redacted]
6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [redacted]

7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement - [redacted]
8. Request ASAC Criminal write a retirement congratulation letter [redacted]
9. Request SAC write a retirement congratulation letter. [redacted]
10. Ask [redacted] to photograph the event. (Dec. 13, 2012 @ 1:30 p.m. - 4:30 p.m.) - [redacted]
11. Obtain podium w/seal to transport to seventh floor [redacted]
12. Obtain four easels from supply, and photo lab make posters: [redacted] (Get with me regarding the poster information)
13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from Party City: [redacted] Obtain funds from money collected: keep receipt)
14. Purchase food from Sam's for event on Wednesday at 12noon - committee members (will provide list)
15. Wrap fork in napkin with red tie and place one at each table setting: [redacted]
16. Handle posters: [redacted]

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice - [redacted]  
 Vegetable Platters/Cheese Platters: [redacted]  
 Fruit Platters/Pasta Salad: [redacted]  
 Deserts/Rolls: [redacted]  
 Swedish meatballs/Chicken: [redacted]  
 Pigs-n-a-blanket: [redacted]

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext. [redacted]

*Respectfully,*





*Administrative Specialist - Management Analysis  
Atlanta Field Office*



<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

**From:** [REDACTED] (AT) (FBI)  
**Sent:** Monday, December 10, 2012 12:11 PM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI)  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

b6

I have a meeting at the USAO at 10:00 a.m. on Wednesday

**From:** [REDACTED] (AT) (FBI)  
**Sent:** Monday, December 10, 2012 11:36 AM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI);  
[REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED]  
[REDACTED] (AT) (FBI)  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

9am works for me!

b6

**From:** [REDACTED] (AT) (FBI)  
**Sent:** Monday, December 10, 2012 11:32 AM  
**To:** [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)  
 (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI);  
 [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED]  
 SHIRLEY (AT) (FBI)  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

I'm around in the am – does 9 am work for everyone to meet?



Committee once [ ] gets a time for that, then we'll set up a time to meet over there. Also, those committee members who are available Wednesday morning we'll need to try and meet for about .30 minutes at the main building to get additional leads to handle regarding purchasing the food and etc. Thanks everyone for your assistance and I'm sure [ ] will be pleased.

Respectfully,

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

**From:** [REDACTED] (AT) (FBI)  
**Sent:** Friday, December 07, 2012 2:11 PM  
**To:** [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

Thanks for keeping us organized on this

So far the tables are ordered and I will touch base with them on Monday to get a Final confirmation and how-to for the drop off on Thursday.  
I will probably need help to take them off the elevator and to set them up if anyone Is available that morning.  
The Hold Harmless Agreement needed by Highwoods for us to use the space is before The SAC for a second time as they changed the signature line. We will have this at Highwoods on Monday am.  
The PowerPoint presentation is almost done and will be ready.

I have the following who will say a few words:

[redacted] with SWAT plaque presentation

[redacted] - US Attorney's office

[redacted] - very few words...

SAC - presentation of creds

Is there anyone else we know of who will say a few words [redacted] Family?

Let me know and I will put them ion the agenda.

I will have a draft of the agenda on Monday [redacted]

We'll go over it then.

b6

Thanks much.

[redacted]

**From:** [redacted] (AT)(FBI)

**Sent:** Friday, December 07, 2012 12:26 PM

**To:** [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);

[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);

[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);

[redacted] (AT) (FBI)

**Subject:** RE [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

Good morning Committee,

I wanted to first thank each of you for your hard work and dedication to making sure [redacted] event is "AWESOME". I wanted to touch base with each of you to see how you're coming along with handling your assignments (previous email notes below). Please provide me with an update as soon as time permits. Also [redacted] can you please handle making place cards for the head table? Currently the names are as follows:

[redacted]  
SAC Mark Giulano

ASAC Angela Tobon

[redacted]  
There are two or three additional names, but I'll provide them to you upon [redacted] return in the office on Monday.

*Respectfully,*

[REDACTED]  
 Administrative Specialist - Management Analysis  
 Atlanta Field Office

<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

From: [REDACTED] (AT)(FBI)  
 Sent: Wednesday, November 28, 2012 12:04 PM  
 To: [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI);  
 [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI)  
 Cc: [REDACTED] (AT) (FBI)  
 Subject: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

Good afternoon,

SA [REDACTED] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [REDACTED]  
 (provide to [REDACTED])
2. Create retirement program - [REDACTED]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [REDACTED] (forward to [REDACTED])
4. Obtain some photos of your nieces & etc. - [REDACTED] (forward to [REDACTED])  
 [REDACTED]
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [REDACTED]

6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [redacted]

7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement - [redacted]

8. Request ASAC Criminal write a retirement congratulation letter - [redacted]

9. Request SAC write a retirement congratulation letter. - [redacted]

10. Ask [redacted] to photograph the event. (Dec. 13, 2012 @ 1:30 p.m. - 4:30 p.m.) - [redacted]

11. Obtain podium w/seal to transport to seventh floor - [redacted]

12: Obtain four easels from supply, and photo lab make posters: [redacted] (Get with me regarding the poster information)

13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from Party City: [redacted] (Obtain funds from money collected: keep receipt)

14. Purchase food from Sam's for event on Wednesday at 12noon - committee members (will provide list)

15. Wrap fork in napkin with red tie and place one at each table setting: [redacted]

16. Handle posters: [redacted]

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice - [redacted]

Vegetable Platters/Cheese Platters: [redacted]

Fruit Platters/Pasta Salad: [redacted]


Deserts/Rolls: [redacted]

Swedish meatballs/Chicken: [redacted]

Pigs-n-a-blanket: [redacted]

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext [redacted]

Respectfully,

  
Administrative Specialist - Management Analysis  
Atlanta Field Office

  
<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED



[REDACTED] (AT)(FBI)

**From:** [REDACTED] (AT) (FBI)  
**Sent:** Monday, December 10, 2012 11:36 AM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT)(FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI)  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- b6  
UNCLASSIFIED

Classification: UNCLASSIFIED

9am works for me!

Atlanta Division

**From:** [REDACTED] (AT) (FBI)  
**Sent:** Monday, December 10, 2012 11:32 AM  
**To:** [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI);  
[REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED]  
[REDACTED] (AT) (FBI)  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

b6

I'm around in the am – does 9 am work for everyone to meet?

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Monday, December 10, 2012 8:48 AM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI)  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

Good morning [redacted]

Can you please provide the committee with an attendance count? So we can get an ideal as to if we have reached 100 attendees regarding the budget. Thanks.

Respectfully,

[redacted]

Administrative Specialist - Management Analysis  
Atlanta Field Office

b6

[redacted]

<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

From: [redacted] (AT)(FBI)

Sent: Monday, December 10, 2012 8:36 AM

To: [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);

[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);

[redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);

[redacted] (AT) (FBI)

Subject: RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Importance: High

Classification: UNCLASSIFIED

=====

Good morning Committee,

When I made the arrangements with the table/chair company they have agreed to come and set the tables up for us on Wednesday on the seventh floor. We'll need individuals to help us set up the decorations and etc. Also [redacted] can you please check and see if we can bring the podium over on Wednesday.

[redacted] can you check with [redacted] at Highwoods to see what time we can access the room for the table delivery, and to decorate on Wednesday. Afterwards can you contact the table company and let them know what time they can deliver the tables/chairs or have them call your cell phone when they're in route.

Committee once [redacted] gets a time for that, then we'll set up a time to meet over there. Also, those committee members who are available Wednesday morning we'll need to try and meet for about .30 minutes at the main building to get additional leads to handle regarding purchasing the food and etc. Thanks everyone for your assistance and I'm sure [redacted] will be pleased.

Respectfully,

[REDACTED]  
 Administrative Specialist - Management Analysis  
 Atlanta Field Office

<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

From: [REDACTED]  
 Sent: Friday, December 07, 2012 2:11 PM  
 To: [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI)  
 Subject: RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

Thanks for keeping us organized on this [REDACTED]

So far the tables are ordered and I will touch base with them on Monday to get a

Final confirmation and how-to for the drop off on Thursday.

I will probably need help to take them off the elevator and to set them up if anyone

Is available that morning.

The Hold Harmless Agreement needed by Highwoods for us to use the space is before

The SAC for a second time as they changed the signature line. We will have this at

Highwoods on Monday am.

The PowerPoint presentation is almost done and will be ready.

I have the following who will say a few words:

[REDACTED] with SWAT plaque presentation

[REDACTED] - US Attorney's office

[REDACTED] - very few words...

SAC - presentation of creds

Is there anyone else we know of who will say a few words? [REDACTED] Family?

Let me know and I will put them ion the agenda.

I will have a draft of the agenda on Monday [REDACTED]

We'll go over it then.

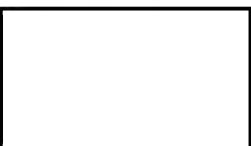
Thanks much.

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Friday, December 07, 2012 12:26 PM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI);  
 [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

Good morning Committee,

I wanted to first thank each of you for your hard work and dedication to making sure [REDACTED] event is "AWESOME". I wanted to touch base with each of you to see how you're coming along with handling your assignments (previous email notes below). Please provide me with an update as soon as time permits. Also, [REDACTED] can you please handle making place cards for the head table? Currently the names are as follows:



SAC Mark Giulano  
 ASAC Angela Tobon

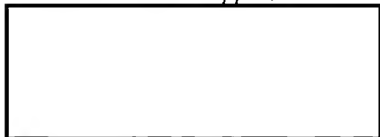


There are two or three additional names, but I'll provide them to you upon [REDACTED] return in the office on Monday.

*Respectfully,*



*Administrative Specialist - Management Analysis  
 Atlanta Field Office*



<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

From: [REDACTED] (AT)(FBI)  
 Sent: Wednesday, November 28, 2012 12:04 PM  
 To: [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 Cc: [REDACTED] (AT) (FBI)  
 Subject: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

Good afternoon,

SA [REDACTED] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [REDACTED]  
 (provide to [REDACTED])
2. Create retirement program - [REDACTED]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [REDACTED] (forward to [REDACTED])
4. Obtain some photos of your nieces & etc. - [REDACTED] (forward to [REDACTED])  
 [REDACTED]
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [REDACTED]
6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [REDACTED]
7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement - [REDACTED]
8. Request ASAC Criminal write a retirement congratulation letter - [REDACTED]
9. Request SAC write a retirement congratulation letter. - [REDACTED]
10. Ask [REDACTED] to photograph the event. (Dec. 13, 2012 @ 1:30 p.m. - 4:30 p.m.) - [REDACTED]  
 [REDACTED]
11. Obtain podium w/seal to transport to seventh floor - [REDACTED]

12: Obtain four easels from supply, and photo lab make posters: [ ] (Get with me regarding the poster information)

13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from Party City: [ ] (Obtain funds from money collected: keep receipt)

14. Purchase food from Sam's for event on Wednesday at 12noon - committee members (will provide list)

15. Wrap fork in napkin with red tie and place one at each table setting: [ ]

16. Handle posters: [ ]

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice - [ ]

Vegetable Platters/Cheese Platters: [ ]

Fruit Platters/Pasta Salad: [ ]

Deserts/Rolls: [ ]

Swedish meatballs/Chicken: [ ]

Pigs-n-a-blanket: [ ]

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext. [ ]

*Respectfully,*

[ ]  
Administrative Specialist - Management Analysis  
Atlanta Field Office

<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

**From:** [REDACTED] (AT) (FBI)  
**Sent:** Monday, December 10, 2012 11:32 AM  
**To:** [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT)(FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI);  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

I'm around in the am – does 9 am work for everyone to meet?

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Monday, December 10, 2012 8:48 AM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED]  
[REDACTED] (AT) (FBI)  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

b6

Classification: UNCLASSIFIED

Good morning

Can you please provide the committee with an attendance count? So we can get an ideal as to if we have reached 100 attendees regarding the budget. Thanks.

Respectfully,

[Redacted]  
Administrative Specialist - Management Analysis  
Atlanta Field Office

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Monday, December 10, 2012 8:36 AM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);



[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI)

**Subject:** RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED  
**Importance:** High

Classification: UNCLASSIFIED

=====

b6

Good morning Committee,

When I made the arrangements with the table/chair company they have agreed to come and set the tables up for us on Wednesday on the seventh floor. We'll need individuals to help us set up the decorations and etc. Also, [redacted] can you please check and see if we can bring the podium over on Wednesday.

[redacted] can you check with [redacted] at Highwoods to see what time we can access the room for the table delivery, and to decorate on Wednesday. Afterwards can you contact the table company and let them know what time they can deliver the tables/chairs or have them call your cell phone when they're in route.

Committee once [redacted] gets a time for that, then we'll set up a time to meet over there. Also, those committee members who are available Wednesday morning we'll need to try and meet for about .30 minutes at the main building to get additional leads to handle regarding purchasing the food and etc. Thanks everyone for your assistance and I'm sure [redacted] will be pleased.

*Respectfully,*

[redacted]

*Administrative Specialist - Management Analysis  
Atlanta Field Office*

[redacted]

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

**From:** [redacted] (AT) (FBI)

**Sent:** Friday, December 07, 2012 2:11 PM

**To:** [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI)

**Subject:** RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

Thanks for keeping us organized on this [redacted]

So far the tables are ordered and I will touch base with them on Monday to get a Final confirmation and how-to for the drop off on Thursday.

I will probably need help to take them off the elevator and to set them up if anyone is available that morning.

The Hold Harmless Agreement needed by Highwoods for us to use the space is before The SAC for a second time as they changed the signature line. We will have this at Highwoods on Monday am.

The PowerPoint presentation is almost done and will be ready.

I have the following who will say a few words:

[redacted] with SWAT plaque presentation

[redacted] US Attorney's office

[redacted] - very few words...

SAC - presentation of creds

b6

Is there anyone else we know of who will say a few words [redacted] Family?

Let me know and I will put them on the agenda.

I will have a draft of the agenda on Monday [redacted]

We'll go over it then.

Thanks much.

From: [redacted] (AT)(FBI)

Sent: Friday, December 07, 2012 12:26 PM

To: [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);

[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);

[redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI); [redacted] (AT) (FBI);

[redacted] (AT) (FBI)

Subject: RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

Good morning Committee,

I wanted to first thank each of you for your hard work and dedication to making sure [redacted] event is "AWESOME". I wanted to touch base with each of you to see how you're coming along with handling your assignments (previous email notes below). Please provide me with an update as soon as time permits. Also, [redacted] can you please handle making place cards for the head table? Currently the names are as follows:

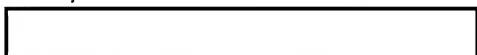


SAC Mark Giulano  
ASAC Angela Tobon

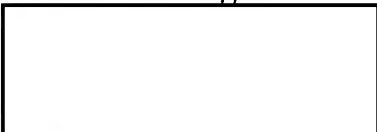


There are two or three additional names, but I'll provide them to you upon return in the office on Monday.

*Respectfully,*



*Administrative Specialist - Management Analysis  
Atlanta Field Office*



<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

**From:** (AT)(FBI)  
**Sent:** Wednesday, November 28, 2012 12:04 PM  
**To:** (AT) (FBI); (AT) (FBI); (AT) (FBI); (AT) (FBI);  
 (AT) (FBI); (AT) (FBI); (AT) (FBI); (AT) (FBI);  
 (AT)(FBI); (AT) (FBI); (AT)(FBI)  
**Cc:** (AT) (FBI)  
**Subject:** RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

Good afternoon,

SA provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [redacted]  
(provide to [redacted])
2. Create retirement program - [redacted]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [redacted] (forward to [redacted]) b6
4. Obtain some photos of your nieces & etc. - [redacted] (forward to [redacted])  
[redacted]
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [redacted]
6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [redacted]
7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement - [redacted]
8. Request ASAC Criminal write a retirement congratulation letter - [redacted]
9. Request SAC write a retirement congratulation letter. - [redacted]
10. Ask [redacted] to photograph the event. (Dec. 13, 2012 @ 1:30 p.m. - 4:30 p.m.) - [redacted]  
[redacted]
11. Obtain podium w/seal to transport to seventh floor - [redacted]
12. Obtain four easels from supply, and photo lab make posters: [redacted] (Get with me regarding the poster information)
13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from Party City: [redacted] (Obtain funds from money collected: keep receipt)
14. Purchase food from Sam's for event on Wednesday at 12noon - committee members (will provide list)
15. Wrap fork in napkin with red tie and place one at each table setting: [redacted]  
[redacted]
16. Handle posters: [redacted]

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice - [redacted]

Vegetable Platters/Cheese Platters: [redacted]

Fruit Platters/Pasta Salad: [redacted]

Deserts/Rolls: [redacted]

Swedish meatballs/Chicken: [redacted]

Pigs-n-a-blanket: [redacted]

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext [redacted]

*Respectfully,*

[redacted]  
*Administrative Specialist - Management Analysis  
Atlanta Field Office*

[redacted]  
<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

[redacted] (AT)(FBI)

From: [redacted] (AT)(FBI)  
Sent: Monday, December 10, 2012 10:47 AM  
To: [redacted] (AT)(FBI); [redacted] (AT)(FBI); [redacted] (AT)(FBI);  
[redacted] (AT)(FBI); [redacted] (AT)(FBI); [redacted] (AT)(FBI);  
[redacted] (AT)(FBI); [redacted] (AT)(FBI); [redacted] (AT)(FBI);  
[redacted] (AT)(FBI); [redacted] (AT)(FBI); [redacted] (AT)(FBI);  
[redacted] (AT)(FBI)  
Subject: RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

b6

Classification: UNCLASSIFIED  
=====

Thanks [redacted] I appreciate you letting us know. Really wouldn't want her to show up with her name spelled wrong on the place card. ☺

Respectfully,

[redacted]  
Administrative Specialist - Management Analysis  
Atlanta Field Office



"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

From: [redacted] (AT)(FBI)  
Sent: Monday, December 10, 2012 9:16 AM  
To: [redacted] (AT)(FBI); [redacted] (AT)(FBI); [redacted] (AT)(FBI); [redacted] (AT)(FBI);  
[redacted] (AT)(FBI); [redacted] (AT)(FBI); [redacted] (AT)(FBI); [redacted] (AT)(FBI); [redacted] (AT)(FBI);  
[redacted] (AT)(FBI); [redacted] (AT)(FBI); [redacted] (AT)(FBI); [redacted] (AT)(FBI); [redacted] (AT)(FBI);  
[redacted] (AT)(FBI)  
Subject: RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

[redacted] actually spells her name this way, not [redacted]

From: [redacted] (AT)(FBI)  
Sent: Friday, December 07, 2012 12:26 PM  
To: [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI)  
Subject: RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

Good morning Committee,

I wanted to first thank each of you for your hard work and dedication to making sure [redacted] event is "AWESOME". I wanted to touch base with each of you to see how you're coming along with handling your assignments (previous email notes below). Please provide me with an update as soon as time permits. Also [redacted] can you please handle making place cards for the head table? Currently the names are as follows:

b6

[redacted]  
SAC Mark Giulano  
ASAC Angela Tobon  
[redacted]

There are two or three additional names, but I'll provide them to you upon [redacted] return in the office on Monday.

Respectfully,

[redacted]  
Administrative Specialist - Management Analysis  
Atlanta Field Office  
[redacted]

<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

From: [redacted]  
Sent: Wednesday, November 28, 2012 12:04 PM  
To: [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);

[redacted] (AT)(FBI) [redacted] (AT) (FBI) [redacted] (AT)(FBI)

Cc: [redacted] (AT) (FBI)

Subject: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

b6

Good afternoon,

SA [redacted] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [redacted]  
(provide to [redacted])
2. Create retirement program - [redacted]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [redacted] (forward to [redacted])
4. Obtain some photos of your nieces & etc. - [redacted] (forward to [redacted])  
[redacted]
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [redacted]
6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [redacted]
7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement - [redacted]
8. Request ASAC Criminal write a retirement congratulation letter - [redacted]
9. Request SAC write a retirement congratulation letter. - [redacted]
10. Ask [redacted] to photograph the event. (Dec. 13, 2012 @ 1:30 p.m. - 4:30 p.m.) - [redacted]  
[redacted]
11. Obtain podium w/seal to transport to seventh floor - [redacted]
- 12: Obtain four easels from supply, and photo lab make posters: [redacted] (Get with me regarding the poster information)



13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from Party City:  (Obtain funds from money collected: keep receipt)

14. Purchase food from Sam's for event on Wednesday at 12noon - committee members (will provide list)

15. Wrap fork in nankin with red tie and place one at each table setting:

16. Handle posters:

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice -

Vegetable Platters/Cheese Platters:

Fruit Platters/Pasta Salad:

Deserts/Rolls:

Swedish meatballs/Chicken:

Pigs-n-a-blanket:

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext.

*Respectfully,*

Administrative Specialist - Management Analysis  
Atlanta Field Office

<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

**From:** [REDACTED] (AT) (FBI)  
**Sent:** Monday, December 10, 2012 9:39 AM  
**To:** [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT)(FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI);  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

I have 13 attendees on my list of RSVPs.

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Monday, December 10, 2012 8:48 AM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI);  
 [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

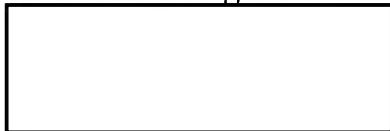
Classification: UNCLASSIFIED  
 =====

Good morning [REDACTED]

Can you please provide the committee with an attendance count? So we can get an ideal as to if we have reached 100 attendees regarding the budget. Thanks.

Respectfully,

[REDACTED]  
 Administrative Specialist - Management Analysis  
 Atlanta Field Office



<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Monday, December 10, 2012 8:36 AM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI);

[redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI)

**Subject:** RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED  
**Importance:** High

Classification: UNCLASSIFIED

b6

Good morning Committee,

When I made the arrangements with the table/chair company they have agreed to come and set the tables up for us on Wednesday on the seventh floor. We'll need individuals to help us set up the decorations and etc. Also, [redacted] can you please check and see if we can bring the podium over on Wednesday.

[redacted] can you check with [redacted] at Highwoods to see what time we can access the room for the table delivery, and to decorate on Wednesday. Afterwards can you contact the table company and let them know what time they can deliver the tables/chairs or have them call your cell phone when they're in route.

Committee once [redacted] gets a time for that, then we'll set up a time to meet over there. Also, those committee members who are available Wednesday morning we'll need to try and meet for about .30 minutes at the main building to get additional leads to handle regarding purchasing the food and etc. Thanks everyone for your assistance and I'm sure [redacted] will be pleased.

*Respectfully,*

[redacted]  
*Administrative Specialist - Management Analysis  
Atlanta Field Office*

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

**From:** [redacted] (AT) (FBI)  
**Sent:** Friday, December 07, 2012 2:11 PM  
**To:** [redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT)  
(FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI);  
[redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted]  
[redacted] (AT) (FBI)  
**Subject:** RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

1. Create an RSVP list (for formal invitations to be mailed too.) -- [redacted]  
(provide to [redacted])
2. Create retirement program - [redacted]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [redacted] (forward to [redacted])
4. Obtain some photos of your nieces & etc. - [redacted] (forward to [redacted])
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [redacted]
6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [redacted]
7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement - [redacted]
8. Request ASAC Criminal write a retirement congratulation letter - [redacted]
9. Request SAC write a retirement congratulation letter. - [redacted]
10. Ask [redacted] to photograph the event. (Dec. 13, 2012 @ 1:30 p.m. - 4:30 p.m.) - [redacted]
11. Obtain podium w/seal to transport to seventh floor - [redacted]
- 12: Obtain four easels from supply, and photo lab make posters [redacted] (Get with me regarding the poster information)
13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from Party City: [redacted] (Obtain funds from money collected: keep receipt)
14. Purchase food from Sam's for event on Wednesday at 12noon - committee members (will provide list)
15. Wrap fork in napkin with red tie and place one at each table setting: [redacted]
16. Handle posters: [redacted]

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice - [redacted]

b6

Classification: UNCLASSIFIED

b6

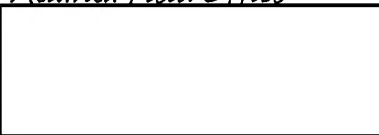
**From:** [REDACTED] (AT)(FBI)  
**Sent:** Monday, December 10, 2012 8:36 AM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI);  
[REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED]  
[REDACTED] (AT) (FBI)  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED  
**Importance:** High

Classification: UNCLASSIFIED

can you check with  at Highwoods to see what time we can access the room for the table delivery, and to decorate on Wednesday. Afterwards can you contact the table company and let them



*Administrative Specialist - Management Analysis  
Atlanta Field Office*



<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

[redacted] (AT)(FBI)

**From:** [redacted] (AT) (FBI)  
**Sent:** Monday, December 10, 2012 9:16 AM  
**To:** [redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI);  
[redacted] (AT)(FBI); [redacted] (AT)(FBI); [redacted] (AT)(FBI);  
[redacted] (AT) (FBI); [redacted] (AT)(FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI)  
**Subject:** RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

[redacted] actually spells her name this way, not [redacted]

b6

**From:** [redacted] (AT)(FBI)  
**Sent:** Friday, December 07, 2012 12:26 PM  
**To:** [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI);  
[redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
SHIRLEY (AT) (FBI)  
**Subject:** RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

Good morning Committee,

I wanted to first thank each of you for your hard work and dedication to making sure [redacted] event is "AWESOME". I wanted to touch base with each of you to see how you're coming along with handling your assignments (previous email notes below). Please provide me with an update as soon as time permits. Also [redacted] can you please handle making place cards for the head table? Currently the names are as follows:

[redacted]  
SAC Mark Giulano  
ASAC Angela Tobon  
[redacted]

There are two or three additional names, but I'll provide them to you upon [redacted] return in the office on Monday.



Respectfully,

[REDACTED]  
 Administrative Specialist - Management Analysis  
 Atlanta Field Office

<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

From: [REDACTED] (AT)(FBI)  
 Sent: Wednesday, November 28, 2012 12:04 PM  
 To: [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI)  
 Cc: [REDACTED]  
 Subject: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

Good afternoon,

SA [REDACTED] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [REDACTED]  
 (provide to [REDACTED])
2. Create retirement program - [REDACTED]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [REDACTED] (forward to [REDACTED])
4. Obtain some photos of your nieces & etc. - [REDACTED] (forward to [REDACTED])  
 [REDACTED]
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [REDACTED]

Respectfully,

[Redacted]

Administrative Specialist - Management Analysis  
Atlanta Field Office

[Redacted]

b6

<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

[redacted] (AT)(FBI)

**From:** [redacted] (AT)(FBI)  
**Sent:** Monday, December 10, 2012 8:48 AM  
**To:** [redacted] (AT)(FBI); [redacted] (AT)(FBI); [redacted] (AT)(FBI); [redacted] (AT)(FBI);  
[redacted] (AT)(FBI); [redacted] (AT)(FBI); [redacted] (AT)(FBI);  
[redacted] (AT)(FBI); [redacted] (AT)(FBI); [redacted] (AT)(FBI);  
[redacted] (AT)(FBI); [redacted] (AT)(FBI); [redacted] (AT)(FBI);  
**Subject:** RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

b6

Good morning [redacted]

Can you please provide the committee with an attendance count? So we can get an ideal as to if we have reached 100 attendees regarding the budget. Thanks.

Respectfully,

[redacted]  
*Administrative Specialist - Management Analysis  
Atlanta Field Office*



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

**From:** [redacted] (AT)(FBI)  
**Sent:** Monday, December 10, 2012 8:36 AM  
**To:** [redacted] (AT)(FBI); [redacted] (AT)(FBI); [redacted] (AT)(FBI); [redacted] (AT)(FBI);  
[redacted] (AT)(FBI); [redacted] (AT)(FBI); [redacted] (AT)(FBI); [redacted] (AT)(FBI);  
[redacted] (AT)(FBI); [redacted] (AT)(FBI); [redacted] (AT)(FBI); [redacted] (AT)(FBI);  
**Subject:** RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED  
**Importance:** High

Classification: UNCLASSIFIED

Good morning Committee,

• [redacted] can you check with [redacted] at Highwoods to see what time we can access the room for the table delivery, and to decorate on Wednesday. Afterwards can you contact the table company and let them know what time they can deliver the tables/chairs or have them call your cell phone when they're in route.

Committee once [ ] gets a time for that, then we'll set up a time to meet over there. Also, those committee members who are available Wednesday morning we'll need to try and meet for about .30 minutes at the main building to get additional leads to handle regarding purchasing the food and etc. Thanks everyone for your assistance and I'm sure [ ] will be pleased.

Respectfully,

*Administrative Specialist - Management Analysis*  
*Atlanta Field Office*

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

**From:** [REDACTED] (AT) (FBI)  
**Sent:** Friday, December 07, 2012 2:11 PM  
**To:** [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI);  
[REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED]  
(AT) (FBI)  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

Thanks for keeping us organized on this

So far the tables are ordered and I will touch base with them on Monday to get a Final confirmation and how-to for the drop off on Thursday.  
I will probably need help to take them off the elevator and to set them up if anyone Is available that morning.  
The Hold Harmless Agreement needed by Highwoods for us to use the space is before

The SAC for a second time as they changed the signature line. We will have this at Highwoods on Monday am.

The PowerPoint presentation is almost done and will be ready.

I have the following who will say a few words:

[redacted] with SWAT plaque presentation

[redacted] - US Attorney's office

[redacted] - very few words...

SAC - presentation of creds

Is there anyone else we know of who will say a few words? [redacted] Family?

Let me know and I will put them on the agenda.

I will have a draft of the agenda on Monday [redacted]

We'll go over it then.

Thanks much.

[redacted]

**From:** [redacted] (AT)(FBI)

**Sent:** Friday, December 07, 2012 12:26 PM

**To:** [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);

[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);

[redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted]

[redacted] (AT) (FBI)

**Subject:** RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

Good morning Committee,

I wanted to first thank each of you for your hard work and dedication to making sure [redacted] event is "AWESOME". I wanted to touch base with each of you to see how you're coming along with handling your assignments (previous email notes below). Please provide me with an update as soon as time permits. Also, [redacted] can you please handle making place cards for the head table? Currently the names are as follows:

[redacted]

SAC Mark Giulano

ASAC Angela Tobon

[redacted]

There are two or three additional names, but I'll provide them to you upon [ ] return in the office on Monday.

Respectfully,

[ ]

Administrative Specialist - Management Analysis  
Atlanta Field Office

[ ]

<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

From: [ ] (AT)(FBI)  
Sent: Wednesday, November 28, 2012 12:04 PM  
To: [ ] (AT) (FBI); [ ] (AT) (FBI); [ ] (AT) (FBI); [ ] (AT) (FBI); [ ] (AT) (FBI);  
[ ] (AT) (FBI); [ ] (AT) (FBI); [ ] (AT) (FBI); [ ] (AT) (FBI); [ ] (AT) (FBI);  
[ ] (AT) (FBI); [ ] (AT) (FBI); [ ] (AT) (FBI); [ ] (AT) (FBI);  
Cc: [ ] (AT) (FBI)  
Subject: [ ] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

Good afternoon,

SA [ ] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [ ]  
(provide to [ ])
2. Create retirement program - [ ]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [ ] (forward to [ ])

4. Obtain some photos of your nieces & etc. - [ ] (forward to [ ]  
[ ]

5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [ ]

6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [ ]

7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement - [ ]

8. Request ASAC Criminal write a retirement congratulation letter - [ ]

9. Request SAC write a retirement congratulation letter. - [ ]

10. Ask [ ] to photograph the event. (Dec. 13, 2012 @ 1:30 p.m. - 4:30 p.m.) - [ ]  
[ ]

11. Obtain podium w/seal to transport to seventh floor - [ ]

12: Obtain four easels from supply, and photo lab make posters: [ ] (Get with me regarding the poster information)

13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from Party City: [ ] (Obtain funds from money collected: keep receipt)

14. Purchase food from Sam's for event on Wednesday at 12noon - committee members (will provide list)

15. Wrap fork in napkin with red tie and place one at each table setting: [ ]  
[ ]

16. Handle posters: [ ]

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice - [ ]

Vegetable Platters/Cheese Platters: [ ]


Fruit Platters/Pasta Salad: [ ]

Deserts/Rolls: [ ]

Swedish meatballs/Chicken: [ ]

Pigs-n-a-blanket:

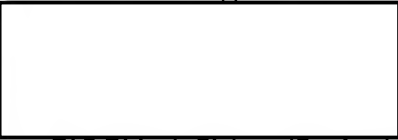


If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext. 

*Respectfully,*



*Administrative Specialist - Management Analysis  
Atlanta Field Office*



<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED





[redacted] (AT)(FBI) [redacted] (AT) (FBI) [redacted] (AT)(FBI) [redacted] (AT) (FBI) [redacted]

[redacted] (AT) (FBI)

Subject: RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

b6

Classification: UNCLASSIFIED

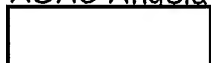
=====

Good morning Committee,

I wanted to first thank each of you for your hard work and dedication to making sure [redacted] event is "AWESOME". I wanted to touch base with each of you to see how you're coming along with handling your assignments (previous email notes below). Please provide me with an update as soon as time permits. Also [redacted] can you please handle making place cards for the head table? Currently the names are as follows:



SAC Mark Giulano  
ASAC Angela Tobon



There are two or three additional names, but I'll provide them to you upon [redacted] return in the office on Monday.

Respectfully,



Administrative Specialist - Management Analysis  
Atlanta Field Office



<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

From: [redacted] (AT)(FBI)

Sent: Wednesday, November 28, 2012 12:04 PM

To: [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);

[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);

[redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI)

Cc: [redacted] (AT) (FBI)

Subject: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

Good afternoon,

SA [ ] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [ ]  
(provide to [ ])
2. Create retirement program - [ ]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [ ] (forward to [ ])
4. Obtain some photos of your nieces & etc. - [ ] (forward to [ ]  
[ ])
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [ ]
6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [ ]
7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement - [ ]
8. Request ASAC Criminal write a retirement congratulation letter - [ ]
9. Request SAC write a retirement congratulation letter. - [ ]
10. Ask [ ] to photograph the event. (Dec. 13, 2012 @ 1:30 p.m. - 4:30 p.m.) - [ ]  
[ ]
11. Obtain podium w/seal to transport to seventh floor - [ ]
12. Obtain four easels from supply, and photo lab make posters: [ ] (Get with me regarding the poster information)
13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from Party City: [ ] (Obtain funds from money collected: keep receipt)
14. Purchase food from Sam's for event on Wednesday at 12noon - committee members (will provide list)

15. Wrap fork in napkin with red tie and place one at each table setting:

16. Handle posters:

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice -

Vegetable Platters/Cheese Platters:

Fruit Platters/Pasta Salad:

Deserts/Rolls:

Swedish meatballs/Chicken:

Pigs-n-a-blanket:

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext.

*Respectfully,*

Administrative Specialist - Management Analysis  
Atlanta Field Office

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

From: [REDACTED] (AT)(FBI)  
 Sent: Monday, December 10, 2012 8:36 AM  
 To: [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT)(FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI)  
 Subject: RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA ---  
 UNCLASSIFIED  
 Importance: High

Classification: UNCLASSIFIED  
 =====

Good morning Committee,

When I made the arrangements with the table/chair company they have agreed to come and set the tables up for us on Wednesday on the seventh floor. We'll need individuals to help us set up the decorations and etc. Also [REDACTED] can you please check and see if we can bring the podium over on Wednesday.

[REDACTED] can you check with [REDACTED] at Highwoods to see what time we can access the room for the table delivery, and to decorate on Wednesday. Afterwards can you contact the table company and let them know what time they can deliver the tables/chairs or have them call your cell phone when they're in route.

Committee once [REDACTED] gets a time for that, then we'll set up a time to meet over there. Also, those committee members who are available Wednesday morning we'll need to try and meet for about .30 minutes at the main building to get additional leads to handle regarding purchasing the food and etc. Thanks everyone for your assistance and I'm sure [REDACTED] will be pleased.

Respectfully,

[REDACTED]  
 Administrative Specialist - Management Analysis  
 Atlanta Field Office

[REDACTED]



b6

Classification: UNCLASSIFIED

=====

Good morning Committee,

I wanted to first thank each of you for your hard work and dedication to making sure [REDACTED] event is "AWESOME". I wanted to touch base with each of you to see how you're coming along with handling your assignments (previous email notes below). Please provide me with an update as soon as time permits. Also, [REDACTED] can you please handle making place cards for the head table? Currently the names are as follows:

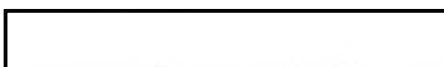


SAC Mark Giulano  
ASAC Angela Tobon

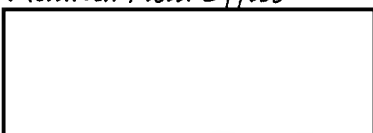


There are two or three additional names, but I'll provide them to you upon [REDACTED] return in the office on Monday.

Respectfully,



Administrative Specialist - Management Analysis  
Atlanta Field Office



<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

From: [REDACTED] (AT) (FBI)

Sent: Wednesday, November 28, 2012 12:04 PM

To: [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);

[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);

Cc: [REDACTED] (AT) (FBI)

Subject: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====



Good afternoon,

SA [ ] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [ ]  
(provide to [ ])
2. Create retirement program - [ ]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [ ] (forward to [ ])
4. Obtain some photos of your nieces & etc. - [ ] (forward to [ ]  
[ ])
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [ ]
6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [ ]
7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement - [ ]
8. Request ASAC Criminal write a retirement congratulation letter - [ ]
9. Request SAC write a retirement congratulation letter. - [ ]
10. Ask [ ] to photograph the event. (Dec. 13, 2012 @ 1:30 p.m. - 4:30 p.m.) - [ ]  
[ ]
11. Obtain podium w/seal to transport to seventh floor - [ ]
- 12: Obtain four easels from supply, and photo lab make posters: [ ] (Get with me regarding the poster information)
13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from Party City: [ ] (Obtain funds from money collected: keep receipt)
14. Purchase food from Sam's for event on Wednesday at 12noon - committee members (will provide list)
15. Wrap fork in napkin with red tie and place one at each table setting: [ ]  
[ ]
16. Handle posters: [ ]

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice -

Vegetable Platters/Cheese Platters:

Fruit Platters/Pasta Salad:

Deserts/Rolls:

Swedish meatballs/Chicken:

Pigs-n-a-blanket:

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext.

*Respectfully,*

*Administrative Specialist - Management Analysis  
Atlanta Field Office*

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====

Classification: UNCLASSIFIED

Classification: UNCLASSIFIED

Classification: UNCLASSIFIED

[REDACTED]  
 Administrative Specialist - Management Analysis  
 Atlanta Field Office

<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

From: [REDACTED] (AT)(FBI)  
 Sent: Wednesday, November 28, 2012 12:04 PM  
 To: [REDACTED] (AT)(FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT)(FBI);  
 [REDACTED] (AT)(FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT)(FBI);  
 Cc: [REDACTED] (AT)(FBI)  
 Subject: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

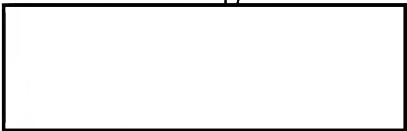
Good afternoon,

SA [REDACTED] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [REDACTED]  
 (provide to [REDACTED])
2. Create retirement program - [REDACTED]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [REDACTED] (forward to [REDACTED])
4. Obtain some photos of your nieces & etc. - [REDACTED] (forward to [REDACTED])  
 [REDACTED]
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [REDACTED]
6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [REDACTED]



*Administrative Specialist - Management Analysis*  
*Atlanta Field Office*



<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

[redacted] (AT)(FBI)

**From:** [redacted] (AT) (FBI)  
**Sent:** Friday, December 07, 2012 2:11 PM  
**To:** [redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT)(FBI); [redacted] (AT)(FBI);  
[redacted] (AT) (FBI); [redacted] (AT)(FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI)  
**Subject:** RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

b6

Thanks for keeping us organized on this [redacted]

So far the tables are ordered and I will touch base with them on Monday to get a Final confirmation and how-to for the drop off on Thursday.  
I will probably need help to take them off the elevator and to set them up if anyone is available that morning.  
The Hold Harmless Agreement needed by Highwoods for us to use the space is before The SAC for a second time as they changed the signature line. We will have this at Highwoods on Monday am.  
The PowerPoint presentation is almost done and will be ready.

I have the following who will say a few words:

[redacted] with SWAT plaque presentation  
[redacted] - US Attorney's office  
[redacted] - very few words...  
SAC - presentation of creds

Is there anyone else we know of who will say a few words? [redacted] Family?

Let me know and I will put them ion the agenda.

I will have a draft of the agenda on Monday [redacted]  
We'll go over it then.

Thanks much.

**From:** [redacted] (AT)(FBI)  
**Sent:** Friday, December 07, 2012 12:26 PM  
**To:** [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI);  
[redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI)  
**Subject:** RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

[REDACTED] (AT)(FBI)

From: [REDACTED] (AT)(FBI)  
 Sent: Friday, December 07, 2012 1:47 PM  
 To: [REDACTED] (AT)(FBI)  
 Subject: RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

AWESOME [REDACTED] That podium is fine. Just check with [REDACTED] to make sure it's okay to bring that one over. Thanks again.

*Respectfully,*

[REDACTED]  
*Administrative Specialist - Management Analysis  
 Atlanta Field Office*



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

From: [REDACTED] (AT) (FBI)  
 Sent: Friday, December 07, 2012 12:59 PM  
 To: [REDACTED] (AT)(FBI)  
 Subject: RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

I will get the podium over to the 7<sup>th</sup> floor on Thursday. Is it the one in the SAC conference room on the 4<sup>th</sup> floor?

I am available to help out with set up and break down.

[REDACTED]

From: [REDACTED] (AT)(FBI)  
 Sent: Friday, December 07, 2012 12:26 PM  
 To: [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);

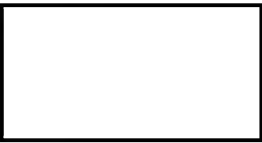


[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
 [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
 [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
**Subject:** RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

Good morning Committee,

I wanted to first thank each of you for your hard work and dedication to making sure [redacted] event is "AWESOME". I wanted to touch base with each of you to see how you're coming along with handling your assignments (previous email notes below). Please provide me with an update as soon as time permits. Also, [redacted] can you please handle making place cards for the head table? Currently the names are as follows:



SAC Mark Giulano  
 ASAC Angela Tobon



There are two or three additional names, but I'll provide them to you upon [redacted] return in the office on Monday.

*Respectfully,*



*Administrative Specialist - Management Analysis  
 Atlanta Field Office*



<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

**From:** [redacted] (AT) (FBI)  
**Sent:** Wednesday, November 28, 2012 12:04 PM  
**To:** [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
 [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
 [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
**Cc:** [redacted] (AT) (FBI)  
**Subject:** [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

15. Wrap fork in napkin with red tie and place one at each table setting:

16. Handle posters:

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice -

Vegetable Platters/Cheese Platters:

Fruit Platters/Pasta Salad:

Deserts/Rolls:

Swedish meatballs/Chicken:

Pigs-n-a-blanket:

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext.

*Respectfully,*

Administrative Specialist - Management Analysis  
Atlanta Field Office

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

From: [REDACTED] (AT)(FBI)  
 Sent: Friday, December 07, 2012 1:46 PM  
 To: [REDACTED] (AT)(FBI)  
 Subject: RE: REQUEST SAC GIULIANO ATTENDANCE/PRESENTATIONS @ [REDACTED]  
 RETIREMENT --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

Thanks Lady! Appreciate it.

*Respectfully,*

[REDACTED]  
 Administrative Specialist - Management Analysis  
 Atlanta Field Office



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

From: [REDACTED] (AT)(FBI)  
 Sent: Friday, December 07, 2012 1:04 PM  
 To: [REDACTED] (AT)(FBI)  
 Subject: RE: REQUEST SAC GIULIANO ATTENDANCE/PRESENTATIONS @ [REDACTED] RETIREMENT --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

[REDACTED] - it will not be a problem. He is planning on attending. The letter will have to be next week. I'm swamped. But we'll make sure to get one done.

[REDACTED]  
 SAC Secretary  
 Atlanta Division

From: [REDACTED] (AT)(FBI)

Sent: Friday, December 07, 2012 12:26 PM

To: [REDACTED] (AT)(FBI)

Subject: REQUEST SAC GIULIANO ATTENDANCE/PRESENTATIONS @ [REDACTED] RETIREMENT --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

Good morning [REDACTED]

Special Agent [REDACTED] retirement celebration will be Thursday, December 13, 2012 @ 2:00 pm. I wanted to know if SAC Giuliano will be available to attend the celebration? And if so, can he present SA [REDACTED] retirement plaque?

Also, can he present the retirement letter from him to her at the celebration? I appreciate any help you can provide me on this. Thanks in advance.

*Respectfully,*

[REDACTED]  
Administrative Specialist - Management Analysis

Atlanta Field Office

[REDACTED]

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

From: [REDACTED] (AT)(FBI)  
 Sent: Friday, December 07, 2012 1:04 PM  
 To: [REDACTED] (AT)(FBI)  
 Subject: RE: REQUEST SAC GIULIANO ATTENDANCE/PRESENTATIONS @ [REDACTED]  
 RETIREMENT --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

[REDACTED] - it will not be a problem. He is planning on attending. The letter will have to be next week. I'm swamped. But we'll make sure to get one done.

[REDACTED]  
 SAC Secretary  
 Atlanta Division

[REDACTED]

From: [REDACTED] (AT)(FBI)  
 Sent: Friday, December 07, 2012 12:26 PM  
 To: [REDACTED] (AT)(FBI)  
 Subject: REQUEST SAC GIULIANO ATTENDANCE/PRESENTATIONS @ [REDACTED] RETIREMENT --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

Good morning [REDACTED]  
 Special Agent [REDACTED] retirement celebration will be Thursday, December 13, 2012 @ 2:00 pm. I wanted to know if SAC Giuliano will be available to attend the celebration? And if so, can he present SA [REDACTED] retirement plaque?

Also, can he present the retirement letter from him to her at the celebration? I appreciate any help you can provide me on this. Thanks in advance.

Respectfully,

[REDACTED]  
 Administrative Specialist - Management Analysis  
 Atlanta Field Office

[REDACTED]

<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

From: [REDACTED] (AT) (FBI)  
 Sent: Friday, December 07, 2012 12:59 PM  
 To: [REDACTED] (AT)(FBI)  
 Subject: RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

I will get the podium over to the 7<sup>th</sup> floor on Thursday. Is it the one in the SAC conference room on the 4<sup>th</sup> floor?

I am available to help out with set up and break down.

From: [REDACTED] (AT)(FBI)  
 Sent: Friday, December 07, 2012 12:26 PM  
 To: [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI);  
 [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED]  
 [REDACTED] (AT) (FBI)  
 Subject: RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

Good morning Committee,

I wanted to first thank each of you for your hard work and dedication to making sure [REDACTED] event is "AWESOME". I wanted to touch base with each of you to see how you're coming along with handling your assignments (previous email notes below). Please provide me with an update as soon as time permits. Also, [REDACTED] can you please handle making place cards for the head table? Currently the names are as follows:

[REDACTED]  
 SAC Mark Giulano  
 ASAC Angela Tobon  
 [REDACTED]

There are two or three additional names, but I'll provide them to you upon [REDACTED] return in the office on Monday.

*Respectfully,*



Classification: UNCLASSIFIED

Classification: UNCLASSIFIED

Atlanta Field Office

<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

From: [redacted] (AT)(FBI)  
 Sent: Wednesday, November 28, 2012 12:04 PM  
 To: [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
 [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
 [redacted] (AT)(FBI); [redacted] (AT)(FBI); [redacted] (AT)(FBI)  
 Cc: [redacted] (AT) (FBI)  
 Subject: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

Good afternoon,

SA [redacted] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [redacted]  
 (provide to [redacted])
2. Create retirement program - [redacted]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [redacted] (forward to [redacted])
4. Obtain some photos of your nieces & etc. - [redacted] (forward to [redacted])  
 [redacted]
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [redacted]
6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [redacted]

[REDACTED] (AT)(FBI)

From: [REDACTED] (AT)(FBI)  
 Sent: Friday, December 07, 2012 12:49 PM  
 To: [REDACTED] (AT)(FBI)  
 Subject: RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

[REDACTED]

**I will handle. [REDACTED] will be out of the office on that day so she will not have a place card.**

From: [REDACTED] (AT)(FBI)  
 Sent: Friday, December 07, 2012 12:26 PM  
 To: [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI)  
 Subject: RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

Good morning Committee,

I wanted to first thank each of you for your hard work and dedication to making sure [REDACTED] event is "AWESOME". I wanted to touch base with each of you to see how you're coming along with handling your assignments (previous email notes below). Please provide me with an update as soon as time permits. Also, [REDACTED] can you please handle making place cards for the head table? Currently the names are as follows:

[REDACTED]

SAC Mark Giulano  
 ASAC Angela Tobon

[REDACTED]

There are two or three additional names, but I'll provide them to you upon [REDACTED] return in the office on Monday.

**From:** [REDACTED] (AT) (FBI)  
**Sent:** Friday, December 07, 2012 12:41 PM  
**To:** [REDACTED] (AT)(FBI)  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED b6

Good Afternoon

Have a great weekend!

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Friday, December 07, 2012 12:26 PM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); WRIGHT,  
[REDACTED]  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Good morning Committee,

I wanted to first thank each of you for your hard work and dedication to making sure [REDACTED] event is "AWESOME". I wanted to touch base with each of you to see how you're coming along with handling your assignments (previous email notes below). Please provide me with an update as soon as time permits. Also [REDACTED] can you please handle making place cards for the head table? Currently the names are as follows:

[REDACTED]  
SAC Mark Giulano  
ASAC Angela Tobon  
[REDACTED]

There are two or three additional names, but I'll provide them to you upon [REDACTED] return in the office on Monday.

*Respectfully,*

[REDACTED]  
*Administrative Specialist - Management Analysis  
Atlanta Field Office*  
[REDACTED]

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Wednesday, November 28, 2012 12:04 PM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI);  
[REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI)  
**Cc:** [REDACTED] (AT) (FBI)  
**Subject:** [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

Good afternoon,

SA [REDACTED] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

Vegetable Platters/Cheese Platters:

Fruit Platters/Pasta Salad:

Deserts/Rolls:

Swedish meatballs/Chicken:

Pigs-n-a-blanket:

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext.

*Respectfully,*

*Administrative Specialist - Management Analysis  
 Atlanta Field Office*

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====  
 Classification: UNCLASSIFIED

=====  
 Classification: UNCLASSIFIED

=====  
 Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

From: [REDACTED] (AT)(FBI)  
Sent: Friday, December 07, 2012 11:43 AM  
To: [REDACTED] (AT)(FBI)  
Subject: REQUEST ASAC TOBON ATTENDANCE/PRESENTATIONS @ [REDACTED]  
RETIREMENT --- UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

Good morning [REDACTED]  
Special Agent [REDACTED] retirement celebration will be Thursday, December 13, 2012 @ 2:00 pm. I wanted to know if ASAC Tobon will be available to attend the celebration? And if so, can she present SA [REDACTED] with the office retirement gift?

Also, can she present the retirement letter from her to [REDACTED] at the celebration? I appreciate any help you can provide me on this. Thanks in advance

*Respectfully,*

[REDACTED]  
*Administrative Specialist - Management Analysis  
Atlanta Field Office*



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====  
Classification: UNCLASSIFIED

(AT)(FBI)

From: [REDACTED] (AT)(FBI)  
Sent: Friday, December 07, 2012 11:44 AM  
To: [REDACTED] (AT)(FBI)  
Subject: REQUEST SAC GIULIANO ATTENDANCE/PRESENTATIONS @ [REDACTED]  
RETIREMENT --- UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

Good morning [REDACTED]  
Special Agent [REDACTED] retirement celebration will be Thursday, December 13, 2012 @ 2:00 pm. I wanted to know if SAC Giuliano will be available to attend the celebration? And if so, can he present SA [REDACTED] retirement plaque?

Also, can he present the retirement letter from him to her at the celebration? I appreciate any help you can provide me on this. Thanks in advance.

Respectfully,

[REDACTED]  
*Administrative Specialist - Management Analysis*  
*Atlanta Field Office*



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====  
Classification: UNCLASSIFIED



[redacted] (AT)(FBI)

b6

From: [redacted] (AT)(FBI)  
Sent: Friday, December 07, 2012 10:59 AM  
To: [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI)  
Subject: RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA ---  
UNCLASSIFIED

Classification: UNCLASSIFIED

Good morning Committee,

I wanted to first thank each of you for your hard work and dedication to making sure [redacted] event is "AWESOME". I wanted to touch base with each of you to see how you're coming along with handling your assignments (previous email notes below). Please provide me with an update as soon as time permits. Also, [redacted] can you please handle making place cards for the head table? Currently the names are as follows:

[redacted]  
SAC Mark Giulano  
ASAC Angela Tobon  
[redacted]

There are two or three additional names, but I'll provide them to you upon [redacted] return in the office on Monday.

Respectfully,

[redacted]  
Administrative Specialist - Management Analysis  
Atlanta Field Office  
[redacted]



"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

From: [redacted] (AT)(FBI)  
Sent: Wednesday, November 28, 2012 12:04 PM  
To: [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI);  
[redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI)  
Cc: [redacted] (AT) (FBI)  
Subject: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

b6

Good afternoon,

SA [redacted] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [redacted]  
(provide to [redacted])
2. Create retirement program - [redacted]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [redacted] (forward to [redacted])
4. Obtain some photos of your nieces & etc. - [redacted] (forward to [redacted])  
[redacted]
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [redacted]
6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [redacted]
7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement - [redacted]
8. Request ASAC Criminal write a retirement congratulation letter - [redacted]
9. Request SAC write a retirement congratulation letter. [redacted]
10. Ask [redacted] to photograph the event. (Dec. 13, 2012 @ 1:30 p.m. - 4:30 p.m.) - [redacted]  
[redacted]

b6

11. Obtain podium w/seal to transport to seventh floor - [redacted]
12. Obtain four easels from supply, and photo lab make posters [redacted] (Get with me regarding the poster information)
13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from Party City: [redacted] (Obtain funds from money collected: keep receipt)
14. Purchase food from Sam's for event on Wednesday at 12noon - committee members (will provide list)
15. Wrap fork in napkin with red tie and place one at each table setting: [redacted]  
[redacted]
16. Handle posters: [redacted]

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice - [redacted]

Vegetable Platters/Cheese Platters: [redacted]

Fruit Platters/Pasta Salad [redacted]

Deserts/Rolls: [redacted]

Swedish meatballs/Chicken: [redacted]

Pigs-n-a-blanket: [redacted]

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext [redacted]

*Respectfully,*

[redacted]  
*Administrative Specialist - Management Analysis  
Atlanta Field Office*

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Friday, December 07, 2012 10:42 AM  
**To:** [REDACTED] (AT)(FBI)  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

Hi [REDACTED]

Thanks for your kind words. Since [REDACTED] wants clear plates, cups, and forks can you pick up the 9" clear plates (150), 16 ounce clear cups (150), and a box of clear forks (300) from Sam's Club? Also, can you please pick up 300 black lunch napkins from Party City? If you like you can pick the Styrofoam cups up from the Dollar Store (3 packs = 60 cups). Can you please bring these items on Monday, because two young ladies will be putting them together with a ribbon around them. Thanks again for handling your lead and following up with me. Call me if you need any additional info.

*Respectfully,*

[REDACTED]  
*Administrative Specialist - Management Analysis  
 Atlanta Field Office*



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Friday, December 07, 2012 10:17 AM  
**To:** [REDACTED] (AT)(FBI)  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED  
**Importance:** High

Classification: UNCLASSIFIED  
 =====

Good Morning [REDACTED]

I should have sent a "thank you" email to you sooner; Thank you for doing this for [redacted] I know she appreciates it very much. b6

I will be going to Party City this weekend to pick up the plates, cups, forks, and napkins.

Just wondering if you have a preference for the round 9" plates or square 9" plates? Also, what size for the plastic cups? I was thinking the small clear plastic for the punch and water, but wasn't sure if you wanted me to pick up the smaller Styrofoam cups for the coffee as well.

I'll purchase the clear plates, clear cups & clear forks as well as the red lunch napkins (not the cocktail/small ones)

Sorry for being so particular, but I'm one of those that if you tell me 'specifics' of what you want, that's what you'll get (right down to the name brand or style, if you prefer) ☺

Thanks!

[redacted]  
Atlanta Division  
[redacted]

**From:** [redacted] (AT)(FBI)  
**Sent:** Wednesday, November 28, 2012 12:04 PM  
**To:** [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI);  
[redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI)  
**Cc:** [redacted] (AT) (FBI)  
**Subject:** [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

b6

Good afternoon,

SA [redacted] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [redacted]  
(provide to [redacted])

2. Create retirement program - [redacted]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [redacted] (forward to [redacted])
4. Obtain some photos of your nieces & etc. - [redacted] (forward to [redacted])
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [redacted]
6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [redacted]
7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement - [redacted]
8. Request ASAC Criminal write a retirement congratulation letter - [redacted]
9. Request SAC write a retirement congratulation letter. - [redacted]
10. Ask [redacted] to photograph the event. (Dec. 13, 2012 @ 1:30 p.m. - 4:30 p.m.) - [redacted]
11. Obtain podium w/seal to transport to seventh floor - [redacted]
12. Obtain four easels from supply, and photo lab make posters: [redacted] (Get with me regarding the poster information)
13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from Party City: [redacted] (Obtain funds from money collected: keep receipt)
14. Purchase food from Sam's for event on Wednesday at 12noon - committee members (will provide list)
15. Wrap fork in napkin with red tie and place one at each table setting: committee members

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice - [redacted]

Vegetable Platters/Cheese Platters: [redacted]

Fruit Platters/Pasta Salad: [redacted]

Deserts/Rolls: [redacted]

Swedish meatballs/Chicken: [redacted]

Pigs-n-a-blanket: [redacted]

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext. [redacted]

Respectfully,

[redacted]

*Administrative Specialist - Management Analysis  
Atlanta Field Office*

[redacted]

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED



(AT)(FBI)

**From:** [REDACTED] (AT) (FBI)  
**Sent:** Friday, December 07, 2012 10:17 AM  
**To:** [REDACTED] (AT)(FBI)  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

**Importance:** High

Classification: UNCLASSIFIED

=====

Good Morning [REDACTED]

I should have sent a "thank you" email to you sooner; Thank you for doing this for [REDACTED] I know she appreciates it very much.

I will be going to Party City this weekend to pick up the plates, cups, forks, and napkins.

Just wondering if you have a preference for the round 9" plates or square 9" plates? Also, what size for the plastic cups? I was thinking the small clear plastic for the punch and water, but wasn't sure if you wanted me to pick up the smaller Styrofoam cups for the coffee as well.

I'll purchase the clear plates, clear cups & clear forks as well as the red lunch napkins (not the cocktail/small ones)

Sorry for being so particular, but I'm one of those that if you tell me 'specifics' of what you want, that's what you'll get (right down to the name brand or style, if you prefer) ☺

Thanks!

[REDACTED]  
Atlanta Division  
[REDACTED]

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Wednesday, November 28, 2012 12:04 PM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
**Cc:** [REDACTED] (AT) (FBI)  
**Subject:** [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

Good afternoon,

SA [ ] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [ ]  
(provide to [ ])
2. Create retirement program - [ ]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [ ] (forward to [ ])
4. Obtain some photos of your nieces & etc. - [ ] (forward to [ ]  
[ ])
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [ ]
6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [ ]
7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement - [ ]
8. Request ASAC Criminal write a retirement congratulation letter [ ]
9. Request SAC write a retirement congratulation letter. - [ ]
10. Ask [ ] to photograph the event. (Dec. 13, 2012 @ 1:30 p.m. - 4:30 p.m.) - [ ]  
[ ]
11. Obtain podium w/seal to transport to seventh floor - [ ]
- 12: Obtain four easels from supply, and photo lab make posters [ ] (Get with me regarding the poster information)
13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from Party City: [ ] (Obtain funds from money collected: keep receipt)
14. Purchase food from Sam's for event on Wednesday at 12noon - committee members (will provide list)
15. Wrap fork in napkin with red tie and place one at each table setting: committee members

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice - [REDACTED]

Vegetable Platters/Cheese Platters: [REDACTED]

Fruit Platters/Pasta Salad: [REDACTED]

Deserts/Rolls: [REDACTED]

Swedish meatballs/Chicken: [REDACTED]

Pigs-n-a-blanket: [REDACTED]

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext. [REDACTED]

*Respectfully,*

[REDACTED]  
*Administrative Specialist - Management Analysis  
 Atlanta Field Office*

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====  
 Classification: UNCLASSIFIED

=====  
 Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

From: [REDACTED] (AT) (FBI)  
 Sent: Monday, December 03, 2012 11:38 AM  
 To: [REDACTED] (AT)(FBI)  
 Subject: RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

Thanks [REDACTED]  
 I have [REDACTED] working on the Hold Harmless Agreement we need signed to use the space  
 And I will fax the table and chair order over to the company today.  
 I'll put it on my credit card and get reimbursed at the end.  
 We're getting there!

From: [REDACTED] (AT)(FBI)  
 Sent: Thursday, November 29, 2012 8:29 AM  
 To: [REDACTED] (AT) (FBI)  
 Subject: RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

Nope [REDACTED] has not provided her list as far as I know. I'll follow-up with her about this since she sits on the eight floor around the corner from me.

*Respectfully,*

[REDACTED]  
 Administrative Specialist - Management Analysis  
 Atlanta Field Office

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

From: [REDACTED] (AT) (FBI)  
 Sent: Wednesday, November 28, 2012 5:42 PM  
 To: [REDACTED] (AT)(FBI)  
 Subject: RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

Ok we will start pushing it.

Did [ ] get us a list of outside folks?

I'll remind the retired folks like [ ] who is here at  
The office on the wire with me tomorrow.

b6

From: [ ] (AT)(FBI)  
Sent: Wednesday, November 28, 2012 4:09 PM  
To: [ ] (AT)(FBI)  
Subject: RE: [ ] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

Hi [ ]

This is pushing it because in order for us to break even with this event we would at least need to get 100 people to pay \$12 which would net \$1200. Minus the cost of the tables would amount to \$895 dollars for food and etc. This should be ample enough funds. The main thing is we need to get a hundred people to commit, any number over this is surplus.

Food per a person: \$8.95  
Tables/chairs per person: \$3.05  
Total per a person: \$12.00

*Respectfully,*

[ ]  
*Administrative Specialist - Management Analysis  
Atlanta Field Office*

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

From: [ ] (AT)(FBI)  
Sent: Wednesday, November 28, 2012 4:04 PM  
To: [ ] (AT)(FBI)  
Subject: RE: [ ] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

b6

Classification: UNCLASSIFIED

=====

Hola [redacted]

b6

Table guy came in at \$305 bucks.

We good with our \$12 clams each?

I will be able to help get the tables off the elevator when they show

Up that day.

I will pay for the tables if we are good.

Flyer looks good!

From: [redacted] (AT)(FBI)

Sent: Wednesday, November 28, 2012 12:04 PM

To: [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);

[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI);

[redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI)

Cc: [redacted] (AT) (FBI)

Subject: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

Good afternoon,

SA [redacted] provided me your names regarding you have agreed to assist with<sup>b6</sup> handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [redacted]  
(provide to [redacted])
2. Create retirement program - [redacted]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [redacted] (forward to [redacted])
4. Obtain some photos of your nieces & etc. - [redacted] (forward to [redacted])  
[redacted]

5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [redacted]

6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [redacted]

7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement - [redacted]

8. Request ASAC Criminal write a retirement congratulation letter [redacted]

9. Request SAC write a retirement congratulation letter. - [redacted]

10. Ask [redacted] to photograph the event. (Dec. 13, 2012 @ 1:30 p.m. - 4:30 p.m.) - [redacted]

11. Obtain podium w/seal to transport to seventh floor - [redacted]

12. Obtain four easels from supply, and photo lab make posters: [redacted] (Get with me regarding the poster information)

13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from Party City: [redacted] (Obtain funds from money collected: keep receipt)

14. Purchase food from Sam's for event on Wednesday at 12noon - committee members (will provide list)

15. Wrap fork in napkin with red tie and place one at each table setting: committee members

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice - [redacted]

Vegetable Platters/Cheese Platters: [redacted]

Fruit Platters/Pasta Salad: [redacted]

Deserts/Rolls: [redacted]

Swedish meatballs/Chicken: [redacted]

Pigs-n-a-blanket: [redacted]

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext. [redacted]

Respectfully,

[Redacted]

Administrative Specialist - Management Analysis  
Atlanta Field Office

[Redacted]

<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED



[REDACTED] (AT)(FBI)

From: [REDACTED] (AT) (FBI)  
Sent: Friday, November 30, 2012 2:04 PM  
To: [REDACTED] (SECD)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (IR)(FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI)  
Cc: [REDACTED] (AT)(FBI)  
Subject: [REDACTED] Retirement --- UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

Good Afternoon,

As you all know [REDACTED] will be retiring at the end of this year. We are having an office celebration on Thursday, December 13<sup>th</sup>. I am sorry for the short notice, however, I am writing to see if any of you would like to write a congratulatory letter to be provided to [REDACTED] at her celebration.

Thank You,

[REDACTED]  
P.S. (Any letters for [REDACTED] can be forwarded to my attention)  
=====

Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

From: [REDACTED] (AT)(FBI)  
 Sent: Thursday, November 29, 2012 9:01 AM  
 To: [REDACTED] (AT)(FBI)  
 Subject: RE: UPDATE RE [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

Oookie dookie

*Respectfully,*

[REDACTED]  
*Administrative Specialist - Management Analysis  
 Atlanta Field Office*



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

From: [REDACTED] (AT)(FBI)  
 Sent: Thursday, November 29, 2012 9:00 AM  
 To: [REDACTED] (AT)(FBI)  
 Subject: RE: UPDATE RE [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

Depending on what time you guys start, let me know. I may have an hour in between these two things

From: [REDACTED] (AT)(FBI)  
 Sent: Thursday, November 29, 2012 8:59 AM  
 To: [REDACTED] (AT)(FBI)  
 Subject: RE: UPDATE RE [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

No problem [redacted] Hopefully the other committee members will be available. Thanks for letting me know in advance. ☺ b6

Respectfully,

[redacted]

Administrative Specialist - Management Analysis  
Atlanta Field Office

[redacted]

<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

From: [redacted] (AT) (FBI)  
Sent: Thursday, November 29, 2012 8:58 AM  
To: [redacted] (AT) (FBI)  
Subject: RE: UPDATE RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

[redacted] I most likely will not be available to help with the set up on Wednesday, the 12<sup>th</sup>. There's a conference here on the 3<sup>rd</sup> floor that day that I will be tied up with until about 1 pm, and I have a dentist appointment after that.

From: [redacted] (AT) (FBI) b6  
Sent: Wednesday, November 28, 2012 4:24 PM  
To: [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI)  
Subject: UPDATE RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED  
Importance: High

Classification: UNCLASSIFIED

=====

Good afternoon Committee,

This is a financial update regarding our expenditures so far for the event. Currently we need to ensure that at least 100 individuals come and help us celebrate [redacted] retirement. The tables/chairs have come in at a cost of \$305.00 dollars. In which if 100 people pay the \$12.00 then we have a budget of \$1200.00. The breakdown is as follows:

Tables/Chairs per a person cost: \$3.05

Food/Misc. per-a-person: \$8.95  
Total cost per a person: \$12.00

b6

Also, the food and misc. may run us less than \$895. Too include, any individuals over the initial 100 seats reserved (rented) will be standing and those funds will be provided to the Criminal ASAC for presentation to SA [redacted] as the office gift [redacted] noted a Visa Gift Card will be purchased).

Respectfully,

[redacted]

Administrative Specialist - Management Analysis  
Atlanta Field Office

[redacted]

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

From: [redacted] (AT)(FBI)  
Sent: Wednesday, November 28, 2012 12:04 PM  
To: [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI)  
Cc: [redacted] (AT) (FBI)  
Subject: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

Good afternoon,

SA [redacted] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady. <sup>b6</sup>

1. Create an RSVP list (for formal invitations to be mailed too.) -- [redacted]  
(provide to [redacted])

Swedish meatballs/Chicken: [redacted]

b6

Pigs-n-a-blanket: [redacted]

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext. [redacted]

*Respectfully,*

[redacted]

*Administrative Specialist - Management Analysis  
Atlanta Field Office*

[redacted]

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

From: [REDACTED] (AT) (FBI)  
 Sent: Thursday, November 29, 2012 9:00 AM  
 To: [REDACTED] (AT)(FBI)  
 Subject: RE: UPDATE RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

Depending on what time you guys start, let me know. I may have an hour in between these two things

From: [REDACTED] (AT)(FBI)  
 Sent: Thursday, November 29, 2012 8:59 AM  
 To: [REDACTED] (AT) (FBI)  
 Subject: RE: UPDATE RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

No problem [REDACTED] Hopefully the other committee members will be available. Thanks for letting me know in advance. ☺

*Respectfully,*

[REDACTED]  
 Administrative Specialist - Management Analysis  
 Atlanta Field Office

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

From: [REDACTED] (AT) (FBI)  
 Sent: Thursday, November 29, 2012 8:58 AM  
 To: [REDACTED] (AT)(FBI)  
 Subject: RE: UPDATE RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

[REDACTED] I most likely will not be available to help with the set up on Wednesday, the 12<sup>th</sup>. There's a conference here on the 3<sup>rd</sup> floor that day that I will be tied up with until about 1 pm, and I have a dentist appointment after that.

From: [redacted] (AT)(FBI)  
Sent: Wednesday, November 28, 2012 4:24 PM  
To: [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI)  
Subject: UPDATE RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED  
Importance: High

b6

Classification: UNCLASSIFIED

Good afternoon Committee,

This is a financial update regarding our expenditures so far for the event. Currently we need to ensure that at least 100 individuals come and help us celebrate [redacted] retirement. The tables/chairs have come in at a cost of \$305.00 dollars. In which if 100 people pay the \$12.00 then we have a budget of \$1200.00. The breakdown is as follows:

Tables/Chairs per a person cost:	\$3.05
Food/Misc. per-a-person:	\$8.95
Total cost per a person:	\$12.00

Also, the food and misc. may run us less than \$895. Too include, any individuals over the initial 100 seats reserved (rented) will be standing and those funds will be provided to the Criminal ASAC for presentation to SA [redacted] as the office gift [redacted] noted a Visa Gift Card will be purchased).

Respectfully,

[redacted]

Administrative Specialist - Management Analysis  
Atlanta Field Office

[redacted]

<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

b6

From: [redacted] (AT)(FBI)  
Sent: Wednesday, November 28, 2012 12:04 PM  
To: [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
Cc: [redacted] (AT) (FBI)  
Subject: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

Good afternoon,

SA [ ] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [ ]  
(provide to [ ])
2. Create retirement program - [ ]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [ ] (forward to [ ])
4. Obtain some photos of your nieces & etc. - [ ] (forward to [ ]  
[ ])
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [ ]
6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [ ]
7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement - [ ]
8. Request ASAC Criminal write a retirement congratulation letter - [ ]
9. Request SAC write a retirement congratulation letter. [ ]
10. Ask [ ] to photograph the event. (Dec. 13, 2012 @ 1:30 p.m. - 4:30 p.m.) - [ ]  
[ ]
11. Obtain podium w/seal to transport to seventh floor - [ ]
12. Obtain four easels from supply, and photo lab make posters: [ ] (Get with me regarding the poster information)
13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from Party City: [ ] (Obtain funds from money collected: keep receipt)



14. Purchase food from Sam's for event on Wednesday at 12noon - committee members (will provide list)

15. Wrap fork in napkin with red tie and place one at each table setting: committee members

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice -

Vegetable Platters/Cheese Platters:

Fruit Platters/Pasta Salad:

Deserts/Rolls:

Swedish meatballs/Chicken:

Pigs-n-a-blanket:

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext.

*Respectfully,*

*Administrative Specialist - Management Analysis  
Atlanta Field Office*

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Thursday, November 29, 2012 9:00 AM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
**Subject:** RE: UPDATE RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING  
AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

AWESOME!!!

*Respectfully,*

[REDACTED]  
Administrative Specialist - Management Analysis  
Atlanta Field Office



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

**From:** [REDACTED] (AT) (FBI)  
**Sent:** Thursday, November 29, 2012 8:59 AM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
**Subject:** RE: UPDATE RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

I'll try to find my beach photos from way back, including [REDACTED] riding the red weenie. I'm sure she would want that as part of the celebration

**From:** [REDACTED] (AT) (FBI)

Classification: UNCLASSIFIED

Thanks much.

Classification: UNCLASSIFIED

2

7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement - [redacted]

b6

8. Request ASAC Criminal write a retirement congratulation letter - [redacted]

9. Request SAC write a retirement congratulation letter. - [redacted]

10. Ask [redacted] to photograph the event. (Dec. 13, 2012 @ 1:30 p.m. - 4:30 p.m.) - [redacted]

11. Obtain podium w/seal to transport to seventh floor - [redacted]

12: Obtain four easels from supply, and photo lab make posters: [redacted] (Get with me regarding the poster information)

13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from Party City: [redacted] (Obtain funds from money collected: keep receipt)

14. Purchase food from Sam's for event on Wednesday at 12noon - committee members (will provide list)

15. Wrap fork in napkin with red tie and place one at each table setting: committee members

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice - [redacted]

Vegetable Platters/Cheese Platters: [redacted]

Fruit Platters/Pasta Salad: [redacted]

Deserts/Rolls: [redacted]

Swedish meatballs/Chicken: [redacted]

Pigs-n-a-blanket: [redacted]

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext. [redacted]

*Respectfully,*

Administrative Specialist - Management Analysis

Atlanta Field Office



b6

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

--

[REDACTED] (AT) (FBI)  
Thursday, November 29, 2012 8:59 AM  
[REDACTED] (AT) (FBI)  
RE: UPDATE RE: [REDACTED]  
AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

Respectfully,

\_\_\_\_\_

Administrative Specialist - Management Analysis  
Atlanta Field Office



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

**From:** [REDACTED] (AT) (FBI)  
**Sent:** Thursday, November 29, 2012 8:58 AM  
**To:** [REDACTED] (AT) (FBI)  
**Subject:** RE: UPDATE RE: [REDACTED]

11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100 101 102 103 104 105 106 107 108 109 110 111 112 113 114 115 116 117 118 119 120 121 122 123 124 125 126 127 128 129 130 131 132 133 134 135 136 137 138 139 140 141 142 143 144 145 146 147 148 149 150 151 152 153 154 155 156 157 158 159 160 161 162 163 164 165 166 167 168 169 170 171 172 173 174 175 176 177 178 179 180 181 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196 197 198 199 200 201 202 203 204 205 206 207 208 209 210 211 212 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228 229 230 231 232 233 234 235 236 237 238 239 240 241 242 243 244 245 246 247 248 249 250 251 252 253 254 255 256 257 258 259 260 261 262 263 264 265 266 267 268 269 270 271 272 273 274 275 276 277 278 279 280 281 282 283 284 285 286 287 288 289 290 291 292 293 294 295 296 297 298 299 300 301 302 303 304 305 306 307 308 309 310 311 312 313 314 315 316 317 318 319 320 321 322 323 324 325 326 327 328 329 330 331 332 333 334 335 336 337 338 339 340 341 342 343 344 345 346 347 348 349 350 351 352 353 354 355 356 357 358 359 360 361 362 363 364 365 366 367 368 369 370 371 372 373 374 375 376 377 378 379 380 381 382 383 384 385 386 387 388 389 390 391 392 393 394 395 396 397 398 399 400 401 402 403 404 405 406 407 408 409 410 411 412 413 414 415 416 417 418 419 420 421 422 423 424 425 426 427 428 429 430 431 432 433 434 435 436 437 438 439 440 441 442 443 444 445 446 447 448 449 450 451 452 453 454 455 456 457 458 459 460 461 462 463 464 465 466 467 468 469 470 471 472 473 474 475 476 477 478 479 480 481 482 483 484 485 486 487 488 489 490 491 492 493 494 495 496 497 498 499 500 501 502 503 504 505 506 507 508 509 510 511 512 513 514 515 516 517 518 519 520 521 522 523 524 525 526 527 528 529 530 531 532 533 534 535 536 537 538 539 540 541 542 543 544 545 546 547 548 549 550 551 552 553 554 555 556 557 558 559 560 561 562 563 564 565 566 567 568 569 570 571 572 573 574 575 576 577 578 579 580 581 582 583 584 585 586 587 588 589 590 591 592 593 594 595 596 597 598 599 600 601 602 603 604 605 606 607 608 609 610 611 612 613 614 615 616 617 618 619 620 621 622 623 624 625 626 627 628 629 630 631 632 633 634 635 636 637 638 639 640 641 642 643 644 645 646 647 648 649 650 651 652 653 654 655 656 657 658 659 660 661 662 663 664 665 666 667 668 669 670 671 672 673 674 675 676 677 678 679 680 681 682 683 684 685 686 687 688 689 690 691 692 693 694 695 696 697 698 699 700 701 702 703 704 705 706 707 708 709 710 711 712 713 714 715 716 717 718 719 720 721 722 723 724 725 726 727 728 729 730 731 732 733 734 735 736 737 738 739 740 741 742 743 744 745 746 747 748 749 750 751 752 753 754 755 756 757 758 759 760 761 762 763 764 765 766 767 768 769 770 771 772 773 774 775 776 777 778 779 780 781 782 783 784 785 786 787 788 789 790 791 792 793 794 795 796 797 798 799 800 801 802 803 804 805 806 807 808 809 810 811 812 813 814 815 816 817 818 819 820 821 822 823 824 825 826 827 828 829 830 831 832 833 834 835 836 837 838 839 840 841 842 843 844 845 846 847 848 849 850 851 852 853 854 855 856 857 858 859 860 861 862 863 864 865 866 867 868 869 870 871 872 873 874 875 876 877 878 879 880 881 882 883 884 885 886 887 888 889 890 891 892 893 894 895 896 897 898 899 900 901 902 903 904 905 906 907 908 909 910 911 912 913 914 915 916 917 918 919 920 921 922 923 924 925 926 927 928 929 930 931 932 933 934 935 936 937 938 939 940 941 942 943 944 945 946 947 948 949 950 951 952 953 954 955 956 957 958 959 960 961 962 963 964 965 966 967 968 969 970 971 972 973 974 975 976 977 978 979 980 981 982 983 984 985 986 987 988 989 990 991 992 993 994 995 996 997 998 999 1000 1001 1002 1003 1004 1005 1006 1007 1008 1009 1010 1011 1012 1013 1014 1015 1016 1017 1018 1019 1020 1021 1022 1023 1024 1025 1026 1027 1028 1029 1030 1031 1032 1033 1034 1035 1036 1037 1038 1039 1040 1041 1042 1043 1044 10

☐ I most likely will not be available to help with the set up on Wednesday, the 12<sup>th</sup>. There's a conference here on the 3<sup>rd</sup> floor that day that I will be tied up with until about 1 pm, and I have a dentist appointment after that.

From: [REDACTED] (AT)(FBI)  
Sent: Wednesday, November 28, 2012 4:24 PM  
To: [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI)

**Subject:** UPDATE RE [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED  
**Importance:** High

b6

Classification: UNCLASSIFIED  
=====

Good afternoon Committee,

This is a financial update regarding our expenditures so far for the event. Currently we need to ensure that at least 100 individuals come and help us celebrate [REDACTED] retirement. The tables/chairs have come in at a cost of \$305.00 dollars. In which if 100 people pay the \$12.00 then we have a budget of \$1200.00. The breakdown is as follows:

Tables/Chairs per a person cost:	\$3.05
Food/Misc. per-a-person:	\$8.95
Total cost per a person:	\$12.00

Also, the food and misc. may run us less than \$895. Too include, any individuals over the initial 100 seats reserved (rented) will be standing and those funds will be provided to the Criminal ASAC for presentation to SA [REDACTED] as the office gift [REDACTED] noted a Visa Gift Card will be purchased).

*Respectfully,*

[REDACTED]  
*Administrative Specialist - Management Analysis  
Atlanta Field Office*

[REDACTED]  
<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Wednesday, November 28, 2012 12:04 PM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
**Cc:** [REDACTED] (AT) (FBI)  
**Subject:** [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

b6

Classification: UNCLASSIFIED  
=====

Good afternoon,



I'll try to find my beach photos from way back, including [redacted] riding the red weenie. I'm sure she would want that as part of the celebration

Classification: UNCLASSIFIED

Looks good ☐ thanks.

If anyone knows of speakers for the luncheon, let me know.  
If anyone has any good photos of [redacted] also let me know.

Thanks much.

Classification: UNCLASSIFIED

Good afternoon Committee,

This is a financial update regarding our expenditures so far for the event. Currently we need to ensure that at least 100 individuals come and help us celebrate [redacted] retirement. The tables/chairs have come in at a cost of \$305.00 dollars. In which if 100 people pay the \$12.00 then we have a budget of \$1200.00. The breakdown is as follows:

b6

Tables/Chairs per a person cost:	\$3.05
Food/Misc. per-a-person:	\$8.95
Total cost per a person:	\$12.00

Also, the food and misc. may run us less than \$895. Too include, any individuals over the initial 100 seats reserved (rented) will be standing and those funds will be provided to the Criminal ASAC for presentation to SA [redacted] as the office gift [redacted] noted a Visa Gift Card will be purchased).

Respectfully,

[redacted]

Administrative Specialist - Management Analysis  
Atlanta Field Office

[redacted]

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

From: [redacted] (AT)(FBI)

Sent: Wednesday, November 28, 2012 12:04 PM

To: [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);

[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI);

b6

[redacted] (AT)(FBI); [redacted] (AT)(FBI); [redacted] (AT)(FBI)

Cc: [redacted] (AT) (FBI)

Subject: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

Good afternoon,

SA [redacted] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the

event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [redacted]  
(provide to [redacted])
2. Create retirement program - [redacted]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [redacted] (forward to [redacted])
4. Obtain some photos of your nieces & etc. - [redacted] (forward to [redacted])
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [redacted]
6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [redacted]
7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement - [redacted]
8. Request ASAC Criminal write a retirement congratulation letter - [redacted]
9. Request SAC write a retirement congratulation letter. - [redacted]
10. Ask [redacted] to photograph the event. (Dec. 13, 2012 @ 1:30 p.m. - 4:30 p.m.) - [redacted]
11. Obtain podium w/seal to transport to seventh floor - [redacted]
12. Obtain four easels from supply, and photo lab make posters: [redacted] (Get with me regarding the poster information)
13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from Party City: [redacted] (Obtain funds from money collected: keep receipt)
14. Purchase food from Sam's for event on Wednesday at 12noon - committee members (will provide list)
15. Wrap fork in napkin with red tie and place one at each table setting: committee members

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice - [REDACTED]

Vegetable Platters/Cheese Platters: [REDACTED]

Fruit Platters/Pasta Salad: [REDACTED]

Deserts/Rolls: [REDACTED]

Swedish meatballs/Chicken: [REDACTED]

Pigs-n-a-blanket: [REDACTED]

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext. [REDACTED]

*Respectfully,*

[REDACTED]  
*Administrative Specialist - Management Analysis*  
*Atlanta Field Office*

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====  
 Classification: UNCLASSIFIED

=====  
 Classification: UNCLASSIFIED

=====  
 Classification: UNCLASSIFIED

=====  
 Classification: UNCLASSIFIED

--

b6

=====

--	--

From:	(AT)(FBI)
-------	-----------

**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);

[REDACTED] (AT) (FBI)

**Subject:** UPDATE RE:

=====

b6

Tables/Chairs per a person cost:

Also, the food and misc. may run us less than \$895. Too include, any individuals over the initial

\_\_\_\_\_

Atlanta Field Office

--

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Wednesday, November 28, 2012 12:04 PM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI);  
 [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI)  
**Cc:** [REDACTED] (AT) (FBI)  
**Subject:** [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

Good afternoon,

SA [REDACTED] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [REDACTED]  
 (provide to [REDACTED])
2. Create retirement program - [REDACTED]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [REDACTED] (forward to [REDACTED])
4. Obtain some photos of your nieces & etc. - [REDACTED] (forward to [REDACTED])  
 [REDACTED]
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [REDACTED]
6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [REDACTED]
7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement - [REDACTED]
8. Request ASAC Criminal write a retirement congratulation letter - [REDACTED]

9. Request SAC write a retirement congratulation letter. - [ ]

10. Ask [ ] to photograph the event. (Dec. 13, 2012 @ 1:30 p.m. - 4:30 p.m.) - [ ]

11. Obtain podium w/seal to transport to seventh floor - [ ]

12. Obtain four easels from supply, and photo lab make posters: [ ] (Get with me regarding the poster information)

13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from Party City: [ ] (Obtain funds from money collected: keep receipt)

14. Purchase food from Sam's for event on Wednesday at 12noon - committee members (will provide list)

15. Wrap fork in napkin with red tie and place one at each table setting: committee members

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice - [ ]

Vegetable Platters/Cheese Platters: [ ]

Fruit Platters/Pasta Salad: [ ]

Deserts/Rolls: [ ]

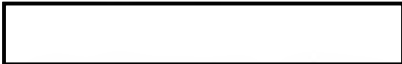
Swedish meatballs/Chicken: [ ]

Pigs-n-a-blanket: [ ]

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext. [ ]

*Respectfully,*

[ ]  
*Administrative Specialist - Management Analysis*  
*Atlanta Field Office*



<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED



[REDACTED] (AT)(FBI)

From: [REDACTED] (AT)(FBI)  
 Sent: Thursday, November 29, 2012 8:29 AM  
 To: [REDACTED] (AT) (FBI)  
 Subject: RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

Nope [REDACTED] has not provided her list as far as I know. I'll follow-up with her about this since she sits on the eight floor around the corner from me.

*Respectfully,*

[REDACTED]  
 Administrative Specialist - Management Analysis  
 Atlanta Field Office



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

From: [REDACTED] (AT) (FBI)  
 Sent: Wednesday, November 28, 2012 5:42 PM  
 To: [REDACTED] (AT)(FBI)  
 Subject: RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

Ok we will start pushing it.

Did [REDACTED] get us a list of outside folks?  
 I'll remind the retired folks like [REDACTED] who is here at  
 The office on the wire with me tomorrow.

From: [REDACTED] (AT)(FBI)  
 Sent: Wednesday, November 28, 2012 4:09 PM

To: [redacted] (AT) (FBI)  
Subject: RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

b6

Classification: UNCLASSIFIED  
=====

Hi [redacted]

This is pushing it because in order for us to break even with this event we would at least need to get 100 people to pay \$12 which would net \$1200. Minus the cost of the tables would amount to \$895 dollars for food and etc. This should be ample enough funds. The main thing is we need to get a hundred people to commit, any number over this is surplus.

Food per a person: \$8.95  
Tables/chairs per person: \$3.05  
Total per a person: \$12.00

*Respectfully,*

[redacted]  
*Administrative Specialist - Management Analysis*  
*Atlanta Field Office*



<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

From: [redacted] (AT) (FBI)  
Sent: Wednesday, November 28, 2012 4:04 PM  
To: [redacted] (AT) (FBI)  
Subject: RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

b6

Classification: UNCLASSIFIED  
=====

Hold [redacted]

Table guy came in at \$305 bucks.  
We good with our \$12 clams each?  
I will be able to help get the tables off the elevator when they show  
Up that day.

I will pay for the tables if we are good.

Flyer looks good!

11. Obtain podium w/seal to transport to seventh floor - [ ]
12. Obtain four easels from supply, and photo lab make posters: [ ] (Get with me regarding the poster information)
13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from Party City: [ ] (Obtain funds from money collected: keep receipt)
14. Purchase food from Sam's for event on Wednesday at 12noon - committee members (will provide list)
15. Wrap fork in napkin with red tie and place one at each table setting: committee members

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice - [ ]

Vegetable Platters/Cheese Platters: [ ]

Fruit Platters/Pasta Salad: [ ]

Deserts/Rolls: [ ]

Swedish meatballs/Chicken: [ ]

Pigs-n-a-blanket: [ ]

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext. [ ]

*Respectfully,*

[ ]

*Administrative Specialist - Management Analysis*

*Atlanta Field Office*

[ ]

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

[redacted] (AT)(FBI)

b6

From: [redacted] (AT) (FBI)  
Sent: Wednesday, November 28, 2012 5:42 PM  
To: [redacted] (AT)(FBI)  
Subject: RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

Ok we will start pushing it.

Did [redacted] get us a list of outside folks?  
I'll remind the retired folks like [redacted] who is here at  
The office on the wire with me tomorrow.

---

From: [redacted] (AT)(FBI)  
Sent: Wednesday, November 28, 2012 4:09 PM  
To: [redacted] (AT) (FBI)  
Subject: RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

Hi [redacted]  
This is pushing it because in order for us to break even with this event we would at least need to get 100 people to pay \$12 which would net \$1200. Minus the cost of the tables would amount to \$895 dollars for food and etc. This should be ample enough funds. The main thing is we need to get a hundred people to commit, any number over this is surplus.

Food per a person: \$8.95  
Tables/chairs per person: \$3.05  
Total per a person: \$12.00

b6

Respectfully,

[redacted]  
*Administrative Specialist - Management Analysis*  
*Atlanta Field Office*

[redacted]  
<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the science of Management says is possible." By Colin Powell

From: [redacted] (AT) (FBI)  
Sent: Wednesday, November 28, 2012 4:04 PM  
To: [redacted] (AT) (FBI)  
Subject: RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

b6

Classification: UNCLASSIFIED  
=====

Hola [redacted]

Table guy came in at \$305 bucks.  
We good with our \$12 clams each?  
I will be able to help get the tables off the elevator when they show  
Up that day.

I will pay for the tables if we are good.

Flyer looks good!

From: [redacted] (AT) (FBI)  
Sent: Wednesday, November 28, 2012 12:04 PM  
To: [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI)  
Cc: [redacted] (AT) (FBI)  
Subject: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

b6

Classification: UNCLASSIFIED  
=====

Good afternoon,

SA [redacted] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [redacted]  
(provide to [redacted])

Swedish meatballs/Chicken: [redacted]

Pigs-n-a-blanket: [redacted]

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext. [redacted]

*Respectfully,*

[redacted]

*Administrative Specialist - Management Analysis  
Atlanta Field Office*

[redacted]

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED


=====  
Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

**From:** [REDACTED] (AT) (FBI)  
**Sent:** Wednesday, November 28, 2012 5:41 PM  
**To:** [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT)(FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI)  
**Subject:** RE: UPDATE RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING  
AGENDA --- UNCLASSIFIED

b6

Classification: UNCLASSIFIED

Looks good  thanks.

If anyone knows of speakers for the luncheon, let me know.

If anyone has any good photos of [redacted] also let me know.

Thanks much.

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Wednesday, November 28, 2012 4:24 PM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI)  
**Subject:** UPDATE RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED  
**Importance:** High

Classification: UNCLASSIFIED

Good afternoon Committee,

This is a financial update regarding our expenditures so far for the event. Currently we need to ensure that at least 100 individuals come and help us celebrate [REDACTED] retirement. The tables/chairs have come in at a cost of \$305.00 dollars. In which if 100 people pay the \$12.00 then we have a budget of \$1200.00. The breakdown is as follows:

Tables/Chairs per a person cost:	\$3.05
Food/Misc. per-a-person:	\$8.95
Total cost per a person:	\$12.00

Also, the food and misc. may run us less than \$895. Too include, any individuals over the initial 100 seats reserved (rented) will be standing and those funds will be provided to the Criminal ASAC for presentation to SA [ ] as the office gift [ ] noted a Visa Gift Card will be purchased).



Respectfully,

[Redacted]

Administrative Specialist - Management Analysis  
Atlanta Field Office

[Redacted]

<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

From: [Redacted] (AT)(FBI)  
Sent: Wednesday, November 28, 2012 12:04 PM  
To: [Redacted] (AT) (FBI); [Redacted] (AT) (FBI); [Redacted] (AT) (FBI); [Redacted] (AT) (FBI);  
[Redacted] (AT) (FBI); [Redacted] (AT) (FBI); [Redacted] (AT) (FBI); [Redacted] (AT)(FBI);  
[Redacted] (AT)(FBI); [Redacted] (AT) (FBI); [Redacted] (AT)(FBI)  
Cc: [Redacted] (AT) (FBI)  
Subject: [Redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

Good afternoon,

SA [Redacted] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [Redacted]  
(provide to [Redacted])
2. Create retirement program - [Redacted]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [Redacted] (forward to [Redacted])
4. Obtain some photos of your nieces & etc. - [Redacted] (forward to [Redacted])

[Redacted]

Respectfully,

[Redacted]

Administrative Specialist - Management Analysis  
Atlanta Field Office

[Redacted]

<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

[redacted] (AT)(FBI)

b6

**From:** [redacted] (AT)(FBI)  
**Sent:** Wednesday, November 28, 2012 4:24 PM  
**To:** [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
**Subject:** UPDATE RE [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING  
AGENDA --- UNCLASSIFIED  
**Importance:** High

Classification: UNCLASSIFIED  
=====

Good afternoon Committee,

This is a financial update regarding our expenditures so far for the event. Currently we need to ensure that at least 100 individuals come and help us celebrate [redacted] retirement. The tables/chairs have come in at a cost of \$305.00 dollars. In which if 100 people pay the \$12.00 then we have a budget of \$1200.00. The breakdown is as follows:

Tables/Chairs per a person cost:	\$3.05
Food/Misc. per-a-person:	\$8.95
Total cost per a person:	\$12.00

b6

Also, the food and misc. may run us less than \$895. Too include, any individuals over the initial 100 seats reserved (rented) will be standing and those funds will be provided to the Criminal ASAC for presentation to SA [redacted] as the office gift [redacted] noted a Visa Gift Card will be purchased).

Respectfully,

[redacted]  
Administrative Specialist - Management Analysis  
Atlanta Field Office



"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

[redacted] (AT)(FBI)

From: [redacted] (AT)(FBI)  
Sent: Wednesday, November 28, 2012 4:16 PM  
To: [redacted] (AT) (FBI); [redacted] (AT) (FBI)  
Subject: FW: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

b6

Classification: UNCLASSIFIED  
=====

Hi Ladies,

Sorry for leaving you ladies out. Thanks [redacted] for reaching out to me, and [redacted] your assistance is appreciated also. Ladies if you can handle being hostesses, help with the set up the day before, and break down after the event I would really appreciate it. Also, on the Monday week prior to the event if you ladies can wrap the napkins and forks with red ribbon and place at each place setting it will help. I'll provide you with the forks, red napkins, and red ribbon the week of. We need at least 120 sets.

Respectfully,

[redacted]  
*Administrative Specialist - Management Analysis  
Atlanta Field Office*



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

From: [redacted] (AT)(FBI)  
Sent: Wednesday, November 28, 2012 12:04 PM  
To: [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI)  
Cc: [redacted] (AT) (FBI)  
Subject: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

Good afternoon,

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice -

Vegetable Platters/Cheese Platters:

Fruit Platters/Pasta Salad:

Deserts/Rolls:

Swedish meatballs/Chicken:

Pigs-n-a-blanket:

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext.

*Respectfully,*

Administrative Specialist - Management Analysis  
Atlanta Field Office



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

[redacted] (AT)(FBI)

b6

From: [redacted] (AT)(FBI)  
Sent: Wednesday, November 28, 2012 4:09 PM  
To: [redacted] (AT)(FBI)  
Subject: RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

Hi [redacted]

This is pushing it because in order for us to break even with this event we would at least need to get 100 people to pay \$12 which would net \$1200. Minus the cost of the tables would amount to \$895 dollars for food and etc. This should be ample enough funds. The main thing is we need to get a hundred people to commit, any number over this is surplus.

Food per a person: \$8.95  
Tables/chairs per person: \$3.05  
Total per a person: \$12.00

*Respectfully,*

[redacted]  
*Administrative Specialist - Management Analysis  
Atlanta Field Office*



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

From: [redacted] (AT)(FBI)  
Sent: Wednesday, November 28, 2012 4:04 PM  
To: [redacted] (AT)(FBI)  
Subject: RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

b6

Classification: UNCLASSIFIED  
=====

Hola [redacted]

Table guy came in at \$305 bucks.  
We good with our \$12 clams each?  
I will be able to help get the tables off the elevator when they show  
Up that day.

I will pay for the tables if we are good.

Flyer looks good!

From: [redacted] (AT)(FBI)  
Sent: Wednesday, November 28, 2012 12:04 PM  
To: [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
Cc: [redacted] (AT) (FBI)  
Subject: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

Good afternoon,

SA [redacted] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [redacted]  
(provide to [redacted])
2. Create retirement program - [redacted]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [redacted] (forward to [redacted])
4. Obtain some photos of your nieces & etc. - [redacted] (forward to [redacted])  
[redacted]
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [redacted]
6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [redacted]



*Administrative Specialist - Management Analysis*

*Atlanta Field Office*



<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

[redacted] (AT)(FBI)

b6

From: [redacted] (AT) (FBI)  
Sent: Wednesday, November 28, 2012 4:04 PM  
To: [redacted] (AT)(FBI)  
Subject: RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

Hola [redacted]

Table guy came in at \$305 bucks.  
We good with our \$12 clams each?  
I will be able to help get the tables off the elevator when they show  
Up that day.

I will pay for the tables if we are good.

Flyer looks good!

From: [redacted] (AT)(FBI)  
Sent: Wednesday, November 28, 2012 12:04 PM  
To: [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI);  
[redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI)  
Cc: [redacted] (AT) (FBI)  
Subject: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

Good afternoon,

SA [redacted] provided me your names regarding you have agreed to assist with<sup>b6</sup> handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.


1. Create an RSVP list (for formal invitations to be mailed too.) -- [redacted]  
(provide to [redacted])
2. Create retirement program - [redacted]

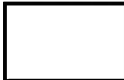
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [ ] (forward to [ ])
4. Obtain some photos of your nieces & etc. - [ ] (forward to [ ])
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [ ]
6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [ ]
7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement - [ ]
8. Request ASAC Criminal write a retirement congratulation letter - [ ]
9. Request SAC write a retirement congratulation letter. - [ ]
10. Ask [ ] to photograph the event. (Dec. 13, 2012 @ 1:30 p.m. - 4:30 p.m.) - [ ]
11. Obtain podium w/seal to transport to seventh floor - [ ]
12. Obtain four easels from supply, and photo lab make posters: [ ] (Get with me regarding the poster information)
13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from Party City: [ ] Obtain funds from money collected: keep receipt)
14. Purchase food from Sam's for event on Wednesday at 12noon - committee members (will provide list)
15. Wrap fork in napkin with red tie and place one at each table setting: committee members

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice - [ ]  
Vegetable Platters/Cheese Platters: [ ]  
Fruit Platters/Pasta Salad: [ ]  
Deserts/Rolls: [ ]  
Swedish meatballs/Chicken: [ ]

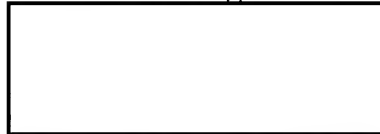
Pigs-n-a-blanket: 

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext. 

*Respectfully,*



*Administrative Specialist - Management Analysis  
Atlanta Field Office*



<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

From: [REDACTED] (AT)(FBI)  
 Sent: Wednesday, November 28, 2012 1:46 PM  
 To: AT-All  
 Subject: FW: [REDACTED] RETIREMENT CELEBRATION --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

From: [REDACTED] (AT) (FBI)  
 Sent: Wednesday, November 28, 2012 1:25 PM  
 To: [REDACTED] (AT)(FBI)  
 Subject: [REDACTED] RETIREMENT CELEBRATION --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====



[REDACTED]  
 rementflyer.d

[REDACTED] *Operations Support Technician*

*Public Corruption*

*Atlanta Division*

[REDACTED]

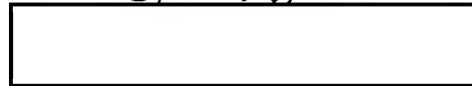
=====  
 Classification: UNCLASSIFIED

=====  
 'Classification: UNCLASSIFIED



*You are cordially invited to attend the retirement celebration for*

*Special Agent*



b6

*When: Thursday, December 13, 2012*

*2:00 pm – 4:00 pm*

*Where: 2800 Century Parkway NE,*

*7<sup>th</sup> floor*

*Atlanta, Ga 30345*

*Cost: \$12*

*Please join us in roasting (oops) toasting [redacted] twenty-five year career and to her new life in retirement.*

*Hors d'oeuvres and beverages will be provided.*

*Her official last day is December 31, 2012.*

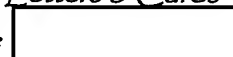
*Please RSVP, to [redacted] by December 10th,  
[redacted] and let us know if you would like to present, roast, or  
toast to this occasion.*

b6



*Congratulatory Letters & Cards*

*Please send to:*



*Federal Bureau of Investigation,*

*Atlanta Division*

*2635 Century Parkway, NE,*

*Atlanta, Georgia, 30345*

[REDACTED] (AT)(FBI)

From: [REDACTED] (AT)(FBI)  
 Sent: Wednesday, November 28, 2012 12:04 PM  
 To: [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 Cc: [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI)  
 Subject: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA ---  
 UNCLASSIFIED

Classification: UNCLASSIFIED

=====

Good afternoon,

SA [REDACTED] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [REDACTED]  
 (provide to [REDACTED])
2. Create retirement program - [REDACTED]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [REDACTED] (forward to [REDACTED])
4. Obtain some photos of your nieces & etc. - [REDACTED] (forward to [REDACTED])  
 [REDACTED]
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [REDACTED]
6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [REDACTED]
7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement - [REDACTED]
8. Request ASAC Criminal write a retirement congratulation letter - [REDACTED]
9. Request SAC write a retirement congratulation letter. - [REDACTED]

10. Ask [ ] to photograph the event. (Dec. 13, 2012 @ 1:30 p.m. - 4:30 p.m.) - [ ]

11. Obtain podium w/seal to transport to seventh floor - [ ]

12: Obtain four easels from supply, and photo lab make posters: [ ] (Get with me regarding the poster information)

13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from Party City: [ ] (Obtain funds from money collected: keep receipt)

14. Purchase food from Sam's for event on Wednesday at 12noon - committee members (will provide list)

15. Wrap fork in napkin with red tie and place one at each table setting: committee members

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice - [ ]

Vegetable Platters/Cheese Platters: [ ]

Fruit Platters/Pasta Salad: [ ]

Deserts/Rolls: [ ]

Swedish meatballs/Chicken: [ ]

Pigs-n-a-blanket: [ ]

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext. [ ]

*Respectfully,*

[ ]  
*Administrative Specialist - Management Analysis  
Atlanta Field Office*





*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====

Classification: UNCLASSIFIED

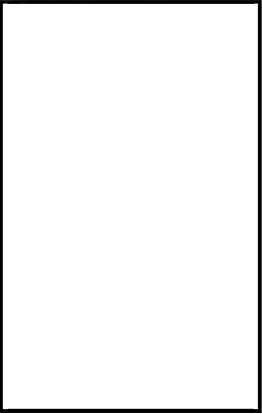
[REDACTED] (AT)(FBI)

**From:** [REDACTED] (AT) (FBI)  
**Sent:** Wednesday, November 28, 2012 11:22 AM  
**To:** [REDACTED] (AT)(FBI)  
**Subject:** RE: TABLES & CHAIRS FOR RETIREMENT CELEBRATION --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

I couldn't find your original email

Have these people help you



**From:** [REDACTED] (AT)(FBI)  
**Sent:** Monday, November 26, 2012 11:04 AM  
**To:** [REDACTED] (AT) (FBI)  
**Cc:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI)  
**Subject:** TABLES & CHAIRS FOR RETIREMENT CELEBRATION --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

Hi [REDACTED]

First thanks for agreeing to help with [REDACTED] retirement celebration. As discussed the following represents the rental needs.

1. 10 60" Round tables
2. 7 Oblong tables
3. 110 Black folding chairs
4. Delivery and pick-up of these items is appreciated.

*Respectfully,*

[REDACTED]

*Administrative Specialist - Management Analysis*

*Atlanta Field Office*



<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

From: [REDACTED] (AT)(FBI)  
 Sent: Monday, November 26, 2012 11:04 AM  
 To: [REDACTED] (AT) (FBI)  
 Cc: [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI)  
 Subject: TABLES & CHAIRS FOR RETIREMENT CELEBRATION --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

Hi [REDACTED]

First thanks for agreeing to help with [REDACTED] retirement celebration. As discussed the following represents the rental needs.

1. 10 60" Round tables
2. 7 Oblong tables
3. 110 Black folding chairs
4. Delivery and pick-up of these items is appreciated.

*Respectfully,*

[REDACTED]  
 Administrative Specialist - Management Analysis  
 Atlanta Field Office



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====  
 Classification: UNCLASSIFIED

[redacted] (AT)(FBI)

b6

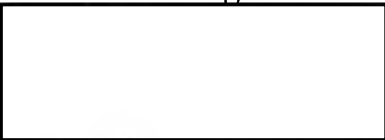
From: [redacted] (AT)(FBI)  
Sent: Monday, November 26, 2012 11:01 AM  
To: [redacted] (AT) (FBI)  
Subject: FW: [redacted] luncheon --- UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

FYI

*Respectfully,*

[redacted]  
*Administrative Specialist - Management Analysis  
Atlanta Field Office*



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

From: [redacted] (AT)(FBI)  
Sent: Monday, November 26, 2012 11:00 AM  
To: [redacted] (AT) (FBI)  
Cc: [redacted] (AT) (FBI); [redacted] (AT) (FBI)  
Subject: RE: [redacted] luncheon --- UNCLASSIFIED

b6

Classification: UNCLASSIFIED  
=====

Hi [redacted]

As discussed earlier the cost will be \$15 a person. Also, [redacted] has suggested the following menu:

1. Swedish Meatballs
2. Pigs-in-a-blanket
3. Chicken drummetts
4. Vegetable Tray & Dip
5. Cheese Tray
6. Fruit Tray

7. Assorted Petite cheese cakes & cookies
8. Punch & Water
9. Crackers
10. Petite croissants'
11. Pasta salad

Paper Goods from Party City

1. Silver Plates, & cups
2. Black napkins, & forks

*Respectfully,*

[Redacted]

*Administrative Specialist - Management Analysis  
Atlanta Field Office*

[Redacted]



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

From: [Redacted] (AT) (FBI)  
Sent: Monday, November 26, 2012 9:05 AM  
To: [Redacted] (AT)(FBI)  
Subject: [Redacted] luncheon --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

Hola chica.

[Redacted] asked me to MC her retirement luncheon so I have to be on my toes.

She mentioned you will be providing the food so that should be good!  
If you know how much the food will be or a final cost per person, if you  
Could let me know as I am trying to figure out how much to charge.  
Would like to give her a gift card with left-over cash-ola as a send-off.

If you need any help, let me know.  
I am working on her Power Point now.

Peace kiddo.



=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

From: [REDACTED] (AT) (FBI)  
 Sent: Monday, November 19, 2012 10:53 AM  
 To: [REDACTED] (AT)(FBI)  
 Cc: [REDACTED] (AT)(FBI)  
 Subject: FW: [REDACTED] RETIREMENT CELEBRATION --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

[REDACTED]  
*The Intel Branch party is scheduled on the same date. I hope one or the other can be changed because I would love to attend both. I'm sure that there are many in my shoes.*

*Thanks,*

[REDACTED]  
 Supervisory Foreign Language Program Coordinator  
 Atlanta Division

[REDACTED]  
Translation Request Form  
Atlanta Foreign Language Program  
Language Services Section (FBIHQ)

From: [REDACTED] (AT)(FBI)  
 Sent: Friday, November 16, 2012 9:41 AM  
 To: AT-All  
 Subject: FW: [REDACTED] RETIREMENT CELEBRATION --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

Classification: UNCLASSIFIED  
 =====

Good morning Atlanta Field Office,

After more than 25 years of service, Special Agent (SA) [REDACTED] has decided to stop chasing boys. LOL!!! That is bad boys. LOL!! In doing so, she's requesting your presence at her retirement celebration, Thursday, December 13, 2012 @ 1:00 p.m. Additional information is forthcoming at a later date, but this is a "SAVE THE DATE" email personally requesting the Atlanta Division's help in sending SA [REDACTED] off with a fun filled farewell.



We look forward to your presence and support on this day honoring an extremely special lady.

*Respectfully,*

[Redacted Signature]

*Administrative Specialist - Management Analysis  
Atlanta Field Office*

[Redacted Title]



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Friday, November 16, 2012 10:19 AM  
**To:** [REDACTED] (AT)(FBI)  
**Subject:** FW: [REDACTED] RETIREMENT CELEBRATION --- UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

Love it! [REDACTED]

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Friday, November 16, 2012 9:41 AM  
**To:** AT-All  
**Subject:** FW: [REDACTED] RETIREMENT CELEBRATION --- UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

Classification: UNCLASSIFIED  
=====

Good morning Atlanta Field Office,

After more than 25 years of service, Special Agent (SA) [REDACTED] has decided to stop chasing boys. LOL!!! That is bad boys. LOL!! In doing so, she's requesting your presence at her retirement celebration, Thursday, December 13, 2012 @ 1:00 p.m. Additional information is forthcoming at a later date, but this is a "SAVE THE DATE" email personally requesting the Atlanta Division's help in sending SA [REDACTED] off with a fun filled farewell. We look forward to your presence and support on this day honoring an extremely special lady.

*Respectfully,*

[REDACTED]  
*Administrative Specialist - Management Analysis  
Atlanta Field Office*



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

From: [REDACTED] (AT)(FBI)  
 Sent: Friday, November 16, 2012 9:41 AM  
 To: AT-All  
 Subject: FW: [REDACTED] RETIREMENT CELEBRATION --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

Classification: UNCLASSIFIED  
 =====

Good morning Atlanta Field Office,

After more than 25 years of service, Special Agent (SA) [REDACTED] has decided to stop chasing boys. LOL!!! That is bad boys. LOL!! In doing so, she's requesting your presence at her retirement celebration, Thursday, December 13, 2012 @ 1:00 p.m. Additional information is forthcoming at a later date, but this is a "SAVE THE DATE" email personally requesting the Atlanta Division's help in sending SA [REDACTED] off with a fun filled farewell. We look forward to your presence and support on this day honoring an extremely special lady.

*Respectfully,*

[REDACTED]  
 Administrative Specialist - Management Analysis  
 Atlanta Field Office



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====  
 Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

From: [REDACTED] (AT)(FBI)  
Sent: Friday, November 16, 2012 9:38 AM  
To: [REDACTED] (AT)(FBI)  
Subject: [REDACTED] RETIREMENT CELEBRATION --- UNCLASSIFIED

b6

Classification: UNCLASSIFIED  
=====

Good morning [REDACTED]  
Can you please send this to AT-ALL. Thanks, [REDACTED]

Good afternoon Atlanta Field Office,

After more than 25 years of service, Special Agent (SA) [REDACTED] has decided to stop chasing boys. LOL!!! That is bad boys. LOL!! In doing so, she's requesting your presence at her retirement celebration, Thursday, December 13, 2012 @ 1:00 p.m. Additional information is forthcoming at a later date, but this is a "SAVE THE DATE" email personally requesting the Atlanta Division's help in sending SA [REDACTED] off with a fun filled farewell. We look forward to your presence and support on this day honoring an extremely special lady.

Respectfully,

[REDACTED]  
Administrative Specialist - Management Analysis  
Atlanta Field Office



"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

=====

Classification: UNCLASSIFIED

[redacted] (AT)(FBI)

From: [redacted] (AT)(FBI)  
Sent: Wednesday, November 14, 2012 2:28 PM  
To: [redacted] (AT) (FBI)  
Subject: RETIREMENT CELEBRATION --- UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

Hi [redacted]

Please list individuals to assist with your celebration.

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

(Note: Asterisks represents these individuals were part of various retirement committees. It would not have been a success without the dedication and help of these young ladies along with the others.)

Also please review the list below and let me know what items you would like included in your celebration. Those with your name besides them will be handled by you, and the others the committee will handle.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [redacted]
2. Souvenir booklet - Committee
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [redacted]
4. Obtain some photos of your nieces & etc. - [redacted]
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [redacted]
6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [redacted]



7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement (to be included in the souvenir booklet)- [redacted]
8. Request ASAC Criminal write a retirement congratulation letter - [redacted]
9. Request SAC write a retirement congratulation letter. - [redacted]
10. Provide a picture (if you want a picture) of you to my email via [redacted] (Will be placed on the flyer, front of the souvenir booklet and on the retirement cake). - [redacted]
11. Ask [redacted] to photograph the event. (Dec. 13, 2012 @ 12:00) - [redacted]
12. Create/Send all employee retirement announcement to [redacted] for submitting to "AT-ALL" - [redacted]
13. Create retirement program - [redacted]

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext [redacted]

*Respectfully,*

[redacted]

*Administrative Specialist - Management Analysis  
Atlanta Field Office*

[redacted]



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====  
Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

From: [REDACTED] (AT) (FBI)  
 Sent: Friday, November 09, 2012 3:36 PM  
 To: [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI)  
 Subject: RE: Room in AT&T building --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

Thank you- I need to finalize the date because people will scheduling squad parties.



From: [REDACTED] (AT) (FBI)  
 Sent: Friday, November 09, 2012 10:50 AM  
 To: [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI)  
 Subject: Room in AT&T building --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

Per ☐ at Highwoods, he will have to check and see if the room is available, they have a lot of construction going on, if that room is not available, he will try to find you a room.

*Thanks*

[REDACTED]  
~~Jamison~~ *Specialist (Records Management)*

[REDACTED]

=====  
 Classification: UNCLASSIFIED

=====

=====  
 Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

From: [REDACTED] (AT) (FBI)  
Sent: Friday, November 09, 2012 10:50 AM  
To: [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI)  
Subject: Room in AT&T building --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

Per [REDACTED] at Highwoods, he will have to check and see if the room is available, they have a lot of construction going on, if that room is not available, he will try to find you a room.

*Thanks*

[REDACTED]  
*Administrative Specialist (Records Management)*

=====  
Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

From: [REDACTED] (AT)(FBI)  
Sent: Tuesday, November 06, 2012 4:03 PM  
To: [REDACTED] (AT) (FBI)  
Subject: SAVE-THE-DATE ATLANTA ALL EMAIL --- UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

Hey [REDACTED]

Please read the below "Save-The-Date" announcement regarding your retirement celebration. Edit if needed and forward back to me for submission to ASAC Secretary to send to "AT-ALL".

Good afternoon Atlanta Field Office,

After more than 25 years of service, Special Agent (SA) [REDACTED] has decided to stop chasing boys. LOL!!! That is bad boys. LOL!! In doing so, she's requesting your presence at her retirement celebration, Thursday, December 13, 2012 @ 1:00 p.m. Additional information is forthcoming at a later date, but this is a "SAVE THE DATE" email personally requesting the Atlanta Division's help in sending SA [REDACTED] off with a fun filled farewell. We look forward to your presence and support on this day honoring an extremely special lady.

*Respectfully,*

[REDACTED]  
*Administrative Specialist - Management Analysis  
Atlanta Field Office*

[REDACTED]